This survey aims to collect information on the profile of business and executive women in Mozambique, characteristics of the businesses that they run and the main difficulties they currently face in the activities that they carry out. We thank you in advance for your collaboration.

I – BUSINESS AND EXECUTIVE WOMEN’S PROFILE

I.1 Demographic indicators

a) Age:
   1. 18 to 24 □
   2. 25 to 29 □
   3. 30 to 39 □
   4. 40 to 49 □
   5. 50 to 59 □
   6. 60 and more □

b) Marital Status:
   1. Married □
   2. Single □
   3. Divorced □
   4. Widow □
   5. Common in law Partner □
   6. Other □ specify: _________________

c) Children: 1. Yes □   specify the number _____ 2. No □

d) Nationality: 1. Mozambican □

f) Academic Level:
   1. EP1 (Grade 1 to 5) □
   2. EP2 (Grade 6 and 7) □
   3. ESG1 (Grade 8 to 10) □
   4. ESG2 (Grade 11 and 12) □
   5. Technical Training □
   6. Higher Education □
   7. Other □ specify: __________________________

I.2 Balance between work and family life

a) Does your business activity affect negatively your family environment? 1. Yes □ 2. No □

b) If yes, how do your business activities affect your family environment?
   1. Reduction of leisure hours □
   2. Incompatibility with school or husband/partner holidays □
   3. Absences resulted from business trips □
   4. Reduction of the number of meals at home □
   5. Lack of participation in the children’s education □
   6. Miss management of household duties □
   7. Other □ specify: __________________________

c) If no, how do you handle both activities?
   1. Good time management □
   2. Don’t have young children □
   3. Servants help with household chores □
   4. Share of household chores with husband/partner □
   5. Family support □
   6. Other ways □ specify: _____________

I.3 Professional Aspects

a) Before you started your own company/business, what was your main professional activity?
   1. Employee in the public sector □
   2. Employee in the private sector □
   3. Freelancer □
   4. Student □
   5. Entrepreneur in other company □
   6. Housewife □
   7. Other □ specify: _______________________

Created by: Andrea Serra
b) Did you have any previous experience in this business field? 1. Yes □ 2. No □

c) If yes, where did you get that experience from?

1. Employee in other enterprise □ 3. Partner of other enterprise □
2. Someone in the family had a similar business □ 4. Free Lancer in the sector □
5. Other □ specify: ________________

I.4 Motivation for business

a) What was the motivation behind the development of your company/business?

1. Business opportunity □ 6. Unemployment □
2. Previous experience □ 7. Not satisfied with the Job □
3. Free time □ 8. Lay off compensation package □
5. Other motives □ specify: ________________

b) Are you the only owner of the business? 1. Yes □ 2. No □

c) If no, who are the other partners and what is their share in the business?

1. Husband □ %
2. Brother/Sister □ %
3. Friend □ %
4. Other □ specify: ____________________ %

d) Do you have another income generating activity besides your own business?

1. Yes □ specify: __________________________ 2. No □

e) If you could choose you career, would you choose to do what you are currently doing?

1. Yes □ 2. No □ Why?
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

II – COMPANY PROFILE

II.1 Company's general information

a) Name of the company: ________________________________

b) Sector: 1. Formal □ 2. Informal □

c) Company/Business Location:

1. Main Office _________________ 2. Branches/Representations __________________________

d) Physical Address: ________________________________

e) Company Contacts: Telephone: __________ Fax: __________ Mobile: __________

E-mail: __________________________ Contact Person: __________________________

f) Starting date: __________

g) Is your company legally registered?

1. Yes □ If yes, specify the constitution date __/__/____ 2. No □
Company/Business Size (based on the number of workers):

1. Micro (1/2) □
2. Small (2 to 10) □
3. Medium (10 to 99) □
4. Large (+100) □

Company's Business field:

1. Agriculture □
2. Commerce □
3. Bank and Insurance □
4. Industry □
5. Services □
6. Other □ specify: __________________

Company's Type of Activity:

1. Restaurant □
2. Handcrafts □
3. Supermarket □
4. Transport Services □
5. Cosmetic Industry □
6. Clothing/Fashion □
7. Interiors Decoration □
8. Education Services □
9. Other □ specify: __________________

Company/business's scope:

1. Local □
2. Provincial □
3. National □
4. Regional □
5. International □
6. Other □ specify: __________________

What is the total number of employees in your company/business by gender?

<table>
<thead>
<tr>
<th>Total of Employees</th>
<th>Female</th>
<th>Male</th>
</tr>
</thead>
</table>

Access to Technology

a) Which of the following technologies tools do you use in your company/business?

1. Telephone □
2. Cellular phone □
3. Fax machine □
4. Personal Computers □
5. Internet □
6. Computers linked by a local area network □
7. Other □ specify: __________________

b) Does your company/business have a website?

1. Yes □
2. No □

Training Needs

a) Do you think your employees need training?

1. Yes □
2. No □

b) If yes, please specify in which areas?

1. Management □
2. Accounting/Finance □
3. Leadership □
4. Administration Services □
5. Marketing □
6. Communication □
7. Others □ specify: __________________

Sources of company's resources and annual sales revenue

a) What are the main sources of the company/business resources?

1. Own funds □
2. Family/Friends □
3. Micro credit □
4. Individual donations □
5. Sales of products and services □
6. International Government Agencies □
7. Government □
8. Enterprise donations □
9. Multilateral Agencies □
10. Donations from National Foundations □
11. International Non Governmental Agencies □
12. Other □ specify: __________________

b) What is the annual sales revenue of the company/business? __________________
III. BUSINESS AND EXECUTIVE WOMEN'S MANAGEMENT PROFILE

III.1 Access to finance

a) Did you ask for financial support to start your company/business? 1. Yes ☐ 2. No ☐

b) If yes, which financial source did you use?

1. Private Bank ☐
2. Government Bank ☐
3. Family/Friends ☐
4. Other ☐ specify: _________________________________________________
5. Multilateral Agencies ☐
6. Government ☐
7. International Non Governmental Agencies ☐

1. Government ☐
2. Other ☐ specify: _________________________________________________

2. Purchase of raw materials and goods ☐
3. Purchase of machines and equipment ☐
4. Purchase of Technology ☐
5. Other ☐ specify: _________________________________________________
6. Repairs and/or installations ☐
7. Purchase of business property ☐
8. Purchase of vehicles ☐
9. Working Capital ☐

1. Social Capital ☐
2. Purchase of machines and equipment ☐
3. Purchase of Technology ☐
4. Other ☐ specify: _________________________________________________
5. Repairs and/or installations ☐
6. Purchase of business property ☐
7. Purchase of vehicles ☐
8. Working Capital ☐
9. Other ☐ specify: _________________________________________________

c) If yes, what was the purpose of the financial support you obtained?

1. Social Capital ☐
2. Purchase of raw materials and goods ☐
3. Purchase of machines and equipment ☐
4. Purchase of Technology ☐
5. Other ☐ specify: _________________________________________________
6. Repairs and/or installations ☐
7. Purchase of business property ☐
8. Purchase of vehicles ☐
9. Working Capital ☐

1. Investment projects ☐
2. Working capital ☐
3. Purchase of equipment ☐
4. Other ☐ specify: _________________________________________________

d) Do you currently work with any bank? 1. Yes ☐ 2. No ☐

1. Yes ☐ 2. No ☐

e) If yes, please specify which bank: _________________________________

1. Investment projects ☐
2. Working capital ☐
3. Purchase of equipment ☐
4. Other ☐ specify: _________________________________________________

g) In the future, would you like to obtain financial support from the Bank? 1. Yes ☐ 2. No ☐

1. Investment projects ☐
2. Working capital ☐
3. Purchase of equipment ☐
4. Other ☐ specify: _________________________________________________

h) If yes, for what purpose?

1. Investment projects ☐
2. Working capital ☐
3. Purchase of equipment ☐
4. Other ☐ specify: _________________________________________________

1. Upfront ☐ 2. Leasing ☐ 3. Other ☐ specify: ____________________________

1. Property ☐
2. Business Cash Flow ☐
3. Personal Aval ☐
4. Other ☐ specify: ____________________________

1. Property ☐
2. Business Cash Flow ☐
3. Personal Aval ☐
4. Other ☐ specify: ____________________________

j) If yes, how much money would you ask from the Bank (in Mtn)? _______________________________

k) If yes, the guarantee that you would give the Bank would be...

1. Property ☐
2. Business Cash Flow ☐
3. Personal Aval ☐
4. Other ☐ specify: ____________________________

l) If yes, would you ask the Bank for 100% financial support? 1. Yes ☐ 2. No ☐

m) If you answer no on the previous question, what would be the percentage of your contribution? ________

III.2 Management Practices

a) Did you carry out a feasibility study before starting your business? 1. Yes ☐ 2. No ☐

b) What regular management practices do you use in your company?

1. Customer needs and satisfaction study ☐
2. Hiring professional and specialized services ☐
3. Product promotion and marketing ☐
4. Accounting control ☐

Created by: Andrea Serra
5. Technology Update
6. Staff training
7. No management practice
8. Others specify: ______________________

c) Does your company usually require external professional support for the development of your business?
   1. Yes    2. No

d) If yes, what kind of support do you require?
   1. Other business institutions
   2. Sector Enterprises Association
   3. Consultancy Enterprises
   4. People with knowledge of the business sector
   5. Other specify: ______________________

e) Are you a member of ACTIVA?  1. Yes    2. No    3. Have been in the past

f) If yes, for how long have you been a member of ACTIVA?
   1. Less than 2 years
   2. 2 to 5 years
   3. 6 to 9 years
   4. 10 to 13 years
   5. 14 to 16 years


g) If no, why are you not a member of ACTIVA?
   1. Do not know of the existence of Activa
   2. Do not know the advantages of being a member
   3. Don’t believe in the functioning of Associations
   4. Incapacity to pay member’s fees
   5. Other reasons specify: ______________________

h) If you are a member of ACTIVA, in your opinion what has the association have been doing to support its members in the development of their businesses?

i) What is your opinion about the current functioning of ACTIVA?

j) Are you a member of any other business association?  1. Yes    2. No

III.3 Business performance and attitude towards the future

a) During the past 12 months your business...
   1. Increased its investment capital
   2. Expanded into new markets
   3. Hired new employees
   4. Requested support from the government
   5. Found a foreign partner
   6. Reduced the number of employees
   7. Closed stores or branches
   8. Reduced its investment capital
   9. Employment and investment level remained the same
b) What is your attitude towards the growth and development of your business for the next 2 years?

1. Very optimistic □
2. Somewhat optimistic □
3. Neutral □
4. Somewhat pessimistic □
5. Very pessimistic □

III.4 Constraints of the operating activities and business development

a) What are the difficulties faced by the company in the implementation of its activities?

1. Taxes □
2. Lack of qualified staff □
3. Competition from other enterprises □
4. Acquisition of raw materials and goods □
5. Competition of imported products □
6. Staff expenses □
7. Resources for equipment acquisition □
8. Lack of management skills □
9. Bureaucracy in the legalization of the business □
10. Others □ specify: __________________________

11. Lack of Social Capital □
12. Access to Credit □
13. Interest Rates □
14. Lack of costumers □
15. Rental expenses □
16. Inappropriate Location □
17. Inappropriate Infrastructure □
18. Don’t have any difficulties □
19. Personal/Family Problems □

b) As a entrepreneur, what are your main concerns with regard to the development of your company/business?

1. Market knowledge □
2. Promotion and marketing □
3. Company information systems □
4. Credit and financing □
5. Administrative Assistance □
6. Staff training □
7. Participation in Exhibitions □
8. Management of Human Resources □
9. Quality and productivity □
10. Technology Capacity Building □
11. Technological Management □
12. Accounting Assistance □
13. Sales price definition □
14. Exportation □
15. Importation □
16. Economy of energy □

17. ISO Norms □
18. Technical Assistance □
19. Organization of distribution channels □
20. Brands and Patents □
21. Economic impact in the business □
22. Micro and small enterprises open procedures □
23. Possibilities of association with other enterprises □
24. Machines and equipment suppliers □
25. Government policy for micro and small enterprises □
26. Micro and Small business legislation □
27. Business development strategies □
28. Raw Material Suppliers □
29. Labour, taxes and fiscal legislation □
30. Family problems □
31. Others □ specify: __________________________

c) Do you think its easier for Men to be entrepreneur/have a business in Mozambique?

1. Yes  
2. No
d) For each of the following issues, do you feel they are more difficult for you because you are a woman, easier for you, or there is no difference due to gender?

<table>
<thead>
<tr>
<th></th>
<th>1. More difficult for being a woman</th>
<th>2. Easier for being a woman</th>
<th>3. There is no difference due to gender</th>
</tr>
</thead>
<tbody>
<tr>
<td>t1.</td>
<td>Dealing with corruption</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t2.</td>
<td>To be taken seriously as a business owner</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t3.</td>
<td>Working with clients/customers</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t4.</td>
<td>Working with Suppliers</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t5.</td>
<td>Gaining access to capital</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t6.</td>
<td>Managing male employees</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t7.</td>
<td>Dealing with bureaucracy and paperwork</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t8.</td>
<td>Personal safety issues</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t9.</td>
<td>Managing female employees</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t10.</td>
<td>Joining formal networks, like business associations</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t11.</td>
<td>Balancing work and family life</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>t12.</td>
<td>Networking and building informal business relationships with mentors, advisors and other business owners</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

Thank you for your time and cooperation!