

Purpose: Establishing a database for SMEs to serve bankers – to be able to extend the financial services provided to this segment - as well as policy makers.

Scope: The census covers all SMEs in Egypt, identified here as every company or economic activity (excluding activities of limited economic value added) that is registered and that employs five employees or more.

Methodology:

- The *framework* used is that developed by the Central Agency for Public Mobilization and Statistics (CAPMAS) in 2006 adding new establishments and excluding activities of limited economic value added.
- The *primary data* was obtained through conducting face to face interviews with SMEs, using a well-structured questionnaire designed jointly by Central Bank of Egypt (CBE) / Egyptian Banking Institute (EBI) committee in consultation with an experienced statistician to measure both *quantitative and qualitative* factors.
- **Pre-Testing** the questionnaire: A pretest of the questionnaire was conducted to a population sample in “El Qualiobia” governorate whereby some modifications and repositioning of sequence of questions was made according to the pretest results.
- **Training of CAPMAS researchers:** Extensive training sessions were conducted to all CAPMAS field researchers to ensure their understanding of the questionnaire and the approach in conducting the interviews. The training was conducted jointly by CAPMAS and the Center of Surveys and Statistical Applications (CSSA) at the Faculty of Economics and Political Science under the supervision of CBE and EBI.
- **Pilot:** After collecting the data of the pilot (that was conducted in “El-Sharkia” governorate in April 2010) the data collected was analyzed, verified and validated, accordingly, some activities of limited economic value added were excluded throughout the survey. Example: Barber shops, beauty salons and kiosks were excluded from the survey.
- **Collecting the data:** Data was collected through face-to-face interviews conducted by CAPMAS researches using the developed questionnaire.
- **Quality Control:** Two different quality control teams were assigned to ensure the validity and accuracy of the data collection process
 - **On-site QC:** Undertaken by the (CSSA) that was responsible for monitoring and controlling the process of data collection in the field on a daily basis.
 - **Off-site QC:** Undertaken by a joint team from CBE and EBI responsible for verification and quality controlling the data entry process with random checks.
- **Analyzing the data and reporting the findings:** The data was analyzed using statistical tabulation and the relevant analysis (using excel 2007, advanced SPSS 18.0).