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**SOEP** Survey Papers  
Series A – Survey Instruments (Erhebungsinstrumente)

## SOEP-Core – 2022: Self-employed Persons (with Reference to Variables)

SOEP Group

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# SOEP-Core – 2022: Self-employed Persons (with Reference to Variables)

SOEP Group

2024

The variable names mentioned in this document belong to a collection of datasets, which is released with doi:10.5684/soep.core.v39o.

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## Reading Aid

This representation of the questionnaire contains the same informations as the portal paneldata.org.

The diagram illustrates the structure of a questionnaire question and its associated data storage. It shows two questions, Q72 and Q73, with their respective text, instructions, and answer options. Below each question, the variables created for that question are listed, including their identifiers, dataset names, variable names, and variable labels. A legend explains the color coding for the variable information.

| Question | Question Text   | Answer Options                  | Variables                                |
|----------|---|---------------------------------|--|
| Q72      | Now we would like to know something about you personally. Were you born in Germany? | Yes (1), No (2), No answer (-1) | Q72:lsta1 (bio, I0013, born in Germany)  |
| Q73      | What country were you born in?  | Please enter the current name!  | Q73:lsta2 (bio, I0016, Country Of Birth) |

**Legend for Green Text:**  
 in green: dataset name, variable name, variable label

Here, in addition to the *question number*, *question text*, *interviewer instructions*, and *answer options*, you find printed in green the *file name* and the *variable name* with the *variable label*, which contains information from the question. If you see rows of green lines below the answer option, the questionnaire defines several variables or informations are stored in more than one data set.

The *routing by filters* is depicted in blue.

Each variable is preceded by an identifier, which usually contains the question number and which is used when the variable is used in filters in subsequent questions. Such filters are usually placed as input filters (gatekeepers) at the beginning of a question. An identifier that is referred to in the input filter of a subsequent question is marked yellow as an example.

This reading aid does not cover a few exceptional cases: If the filter (as gatekeeper) only affects one of several variables for a question, the filter is printed in blue behind the variable. There you will also find a "go to" command in the form 2 @ Q73. Here, the questionnaire skips to question 73 if answer 2 was given.

Phrases that are not already translated in English are displayed in German and preceded by [de].

## B1 Organizational features

**Text1** We start with questions about some of the organizational features of your company.

**1** You have stated that you are self-employed. How did you found your company?

|  |    |
|--|----|
| I founded the company on my own          | 1  |
| I founded the company as part of a team  | 2  |
| I have taken over the company completely | 3  |
| I have joined a team as a partner        | 4  |
| I can't / don't want to respond          | -1 |

1:elb0301\_v2 selfempl elb0301\_v2 How company was founded

I cannot/do not want to answer 1

1;elb0301\_v2=2

**2a** With how many other people did you found the company?

1:99

2a:elb0302 selfempl elb0302 Number of additional persons at foundation

I cannot/do not want to answer 1

1;elb0301\_v2=2

**2b** How many women were on the founding team?

0:99

2b:elb0630 selfempl elb0630 Number of women in the founding team

I cannot/do not want to answer 1

1;elb0301\_v2=2

**2c** How many persons with migration background were on the founding team?

0:99

2c:elb0631 selfempl elb0631 Number of people with a migration background in the founding team

I cannot/do not want to answer 1

1;elb0301\_v2=4

**3a** How many other people were in the team that you joined as a partner?

1:99

3a:elb0303 selfempl elb0303 Number of other people in the team when joined as a partner

I cannot/do not want to answer 1

1;elb0301\_v2=4

**3b How many of them were women?**

0:99

3b:elb0632 selfempl elb0632 Number of women when joined as partner

I cannot/do not want to answer 1

1;elb0301\_v2=4

**3c How many of them had a migration background?**

0:99

3c:elb0633 selfempl elb0633 Number of people with a migration background when joined as partner

I cannot/do not want to answer 1

1;elb0301\_v2=2,4

**4 Does your company have a majority owner?**

Yes 1

No 2

I can't / don't want to respond -1

4:betr\_eigent selfempl elb0003 Majority owner present

(1;elb0301\_v2=2,4) &amp; (4;betr\_eigent=1)

**5 What percentage of your company is owned by the majority shareholder?**

[...] percent 0:100

5:betr\_eigent2 selfempl elb0004 Majority shareholding in %

5:betr\_eigent2 selfempl elb0004\_cat Majority shareholding in % [categories]

I cannot/do not want to answer 1

**6 In which year was your company founded, regardless of any changes in legal form, location or ownership?***If you cannot specify exactly, please estimate.*

In the year: :2022

6:betr\_gruendung selfempl elb0006 Founding year of company

6:betr\_gruendung selfempl elb0006\_cat Founding year of company [categories]

I cannot/do not want to answer 1

1;elb0301\_v2=3

**6a** When did you take over the company?

*If you cannot specify exactly, please estimate.*

In the year: 1900:2022

6a:elb0313 selfempl elb0313 Year: Takeover date

6a:elb0313 selfempl elb0313\_cat Year: Takeover date [categories]

I cannot/do not want to answer 1

1;elb0301\_v2=4

**6b** When did you join the company?

*If you cannot specify exactly, please estimate.*

In the year: 1900:2022

6b:elb0318 selfempl elb0318 Year: Entry date

6b:elb0318 selfempl elb0318\_cat Year: Entry date [categories]

I cannot/do not want to answer 1

**B4 Personnel structure**

**Text2** Now we would like to know whether you are self-employed on your own or whether you have other employees in your business.

**7** Were there dependent employees working in your company in 2021?

*Dependent employees include full-time and part-time employees, workers, apprentices, students, and interns.*

Yes 1

No 2

I can't / don't want to respond -1

7:elb0636 selfempl elb0636 Employees working in the company in the last year?

7;elb0636=1

**8** How many employees did your company have on June 30, 2021, broken down by the employment groups mentioned? And what was the share of women?

*Please enter "0" for groups that do not occur.*

Employees subject to social insurance contributions

Blue- and white-collar employees, excluding marginal employees

[Blue-collar and white-collar employees] Number of respective employees on 30.06.2021 0:999999

[Blue- and white-collar employees] Of which share of women (in %) [...] % 0:100

8:anz\_besch selfempl elb0013 Number of employees excluding marginally employed on June 30 last year

8:anz\_besch selfempl elb0013\_cat Number of employees excluding marginally employed on June 30 last year [cat.]

8:ant\_besch\_frauen selfempl elb0022 Share of women among employees excluding marginally employed in %

## Apprentices

|                    |  |  |
|--------------------|--|--|
| [Apprentices]      | Number of respective employees on 30.06.2021 | 0:999999   |
| [Apprentices]      | Of which share of women (in %) [...] %       | 0:100  |
| 8:anz_azubi        | selfempl elb0014                             | Number of trainees on June 30 last year              |
| 8:anz_azubi        | selfempl elb0014_cat                         | Number of trainees on June 30 last year [categories] |
| 8:ant_azubi_frauen | selfempl elb0023                             | Share of women among trainees in %                   |

## Employees not subject to social security contributions ...

## Active owners

|                  |  |   |
|------------------|--|---|
| [Active owners]  | Number of respective employees on 30.06.2021 | 0:999999  |
| [Active owners]  | Of which share of women (in %) [...] %       | 0:100   |
| 8:anz_inh        | selfempl elb0016                             | Number of active owners on June 30 last year              |
| 8:anz_inh        | selfempl elb0016_cat                         | Number of active owners on June 30 last year [categories] |
| 8:ant_inh_frauen | selfempl elb0025                             | Share of women among active owners in %                   |

## Marginal employees

*E.g. EUR 450 employees, short-term employees, mini-jobbers*

|                      |  |   |
|----------------------|--|---|
| [Marginal employees] | Number of respective employees on 30.06.2021 | 0:999999  |
| [Marginal employees] | Of which share of women (in %) [...] %       | 0:100   |
| 8:anz_gering         | selfempl elb0018                             | Number of marginally employed persons on June 30 last year              |
| 8:anz_gering         | selfempl elb0018_cat                         | Number of marginally employed persons on June 30 last year [categories] |
| 8:ant_gering_frauen  | selfempl elb0027                             | Share of women among marginally employed in %                           |

## Total

|                    |   |   |
|--------------------|---|---|
| [Total]            | Total number of respective employees as at 30.06.2021 |   |
| [Total]            | Of which share of women (in %) [...] %                | 0:100   |
| 8:summe_besch      | selfempl elb0665                                      | Total number of employees on June 30 last year              |
| 8:summe_besch      | selfempl elb0665_cat                                  | Total number of employees on June 30 last year [categories] |
| 8:ant_summe_frauen | selfempl elb0666                                      | Share of women employed in % on June 30 last year           |

I cannot/do not want to answer  1

7:elb0636=1

**9** As of June 30, 2021, were there any part-time employees among your staff, including those in marginal employment earning a maximum of 450 euros per month?

Yes  1

No  2

I can't / don't want to respond  -1

9:teilzeit selfempl elb0031 Part-time employees in the company on June 30 last year

(7;elb0636=1) &amp; (9;teilstzeit=1)

**10** Of the part-time employees, how many were working on June 30, 2021 ...*Please enter "0" for groups that do not occur.*

... in large part-time positions, i.e. working 21 or more hours? And what was the share of women?

|  |  |
|--|--|
| [Large part-time] Number of part-time employees          | 0:999999   |
| [Large part-time] Of which share of women (in %) [...] % | 0:100  |
| 10:anz_groeteilz   | selfempl elb0032 Number of employees in large part-time on June 30 last year                   |
| 10:anz_groeteilz   | selfempl elb0032_cat2 Number of employees in large part-time on June 30 last year [categories] |
| 10:ant_groeteilz_frauen                                  | selfempl elb0034 Share of women in large part-time in %  |

... in small part-time positions, i.e. working 20 hours or less? And what was the share of women?

|  |  |
|--|--|
| [Small part-time] Number of part-time employees          | 0:999999   |
| [Small part-time] Of which share of women (in %) [...] % | 0:100  |
| 10:anz_klteilz   | selfempl elb0033 Number of employees in small part-time on June 30 last year                   |
| 10:anz_klteilz   | selfempl elb0033_cat2 Number of employees in small part-time on June 30 last year [categories] |
| 10:ant_klteilz_frauen                                    | selfempl elb0035 Share of women in small part-time in %  |

I cannot/do not want to answer  1

7;elb0636=1

**11** How were the employees of your company distributed among the following employee groups on June 30, 2021? Please do not include temporary workers and freelancers with contracts for work and services.*Please enter "0" for groups that do not occur.*

Employees in jobs that do not require vocational training

|   |   |
|---|---|
| [Simple activities] Share of employees (in %) [...] % | 0:100   |
| 11:ant_einf   | selfempl elb0036 Share employed in activities without required vocational training (Group 1) in % |

Employees in jobs that require a completed apprenticeship or comparable vocational training or corresponding professional experience

|  |   |
|--|---|
| [Vocational training/apprenticeship] Share of employees (in %) | 0:100   |
| [...] %  |   |
| 11:ant_ausb  | selfempl elb0037 Share of employees in jobs with required vocational train./exper. (Group 2) in % |

Employees in jobs that require a technical or university degree ...

|   |  |
|---|--|
| [University degree] Share of employees (in %) [...] % | 0:100  |
| 11:ant_hochsch  | selfempl elb0038 Share of employees in jobs with required technical/uni. degree (Group 3) in % |

Total

|  |   |
|--|---|
| [Total] Total share of employees [...] % | 0:100   |
| 11:ant_summe                             | selfempl elb0667 Total share of employees on June 30 last year in % |

I cannot/do not want to answer  1

7;elb0636=1

**12** What was the share of foreign employees in your establishment/public body on June 30, 2021? This includes all persons who do not have German citizenship.

Total share of foreign employees

Total share of foreign employees [...] % 0:100

12:ant\_ges\_ausl selfempl elb0039 Share of foreign employees on June 30 last year in %

I cannot/do not want to answer 1

(7;elb0636=1) &amp; (12;ant\_ges\_ausl&gt;0)

**13** What was the share of foreign employees in the following groups on June 30, 2021? This includes all persons who do not have German citizenship.

Foreign employees in jobs that do not require vocational training

[Simple activities] Share of foreign employees [...] % 0:100

13:ant\_einf\_ausl selfempl elb0040 Share of foreign employees in group 1 activities in %

Foreign employees in jobs that require a completed apprenticeship or comparable vocational training or corresponding professional experience

[Qualified training] Share of foreign employees [...] % 0:100

13:ant\_aub\_ausl selfempl elb0041 Share of foreign employees in group 2 activities in %

Foreign employees in jobs that require a technical or university degree

[University degree] Share of foreign employees [...] % 0:100

13:ant\_hochsch\_ausl selfempl elb0042 Share of foreign employees in group 3 activities in %

Foreign active owners, board members, managing directors

[Management Board] Share of foreign employees [...] % 0:100

13:ant\_leitung\_ausl selfempl elb0043 Share of foreign employees among owners/executives/managing directors in %

I cannot/do not want to answer 1

**14** Were there freelancers, temporary workers or assisting family members working in your company in 2021?

Yes 1

No 2

I can't / don't want to respond -1

14:elb0661 selfempl elb0661 Company employed freelancers/temporary workers last year?

(14;elb0661=1)

**15 How many other employees did your company have on June 30, 2021, broken down by the employment groups mentioned? And what was the share of women?**

Freelancers with contracts for work or services

[Freelancers ] Number of respective employees as on June 30, 2021 0:999999

[Freelancers ] Of which share of women [...] % 0:100

15:anz\_frei selfempl elb0020 Number of freelancers with work/service contracts on June 30 last year

15:anz\_frei selfempl elb0020\_cat Number of freelancers with work/service contracts on June 30 last year [cat.]

15:ant\_frei\_frauen selfempl elb0029 Share of women among freelancers in %

Temporary workers

[Temporary workers] Number of respective employees on June 30, 2021 0:999999

[Temporary workers] Of which share of women (in %) [...] % 0:100

15:anz\_leih selfempl elb0019 Number of temporary workers on June 30 last year

15:anz\_leih selfempl elb0019\_cat Number of temporary workers on June 30 last year [categories]

15:ant\_leih\_frauen selfempl elb0028 Share of women among temporary workers in %

Assisting family members

[Family members] Number of respective employees on June 30, 2021

[Family members] Of which share of women (in %) [...] %

15:anz\_fam selfempl elb0017 Number of helping family members on June 30 last year

15:anz\_fam selfempl elb0017\_cat Number of helping family members on June 30 last year [categories]

15:ant\_fam\_frauen selfempl elb0026 Share of women among helping family members in %

Total

[Total] Total number of respective employees on June 30, 2021

[Total] Of which share of women (in %) [...] % 0:100

15:summe\_sonstbesch selfempl elb0668 Total number of other employees on June 30 last year

15:summe\_sonstbesch selfempl elb0668\_cat Total number of other employees on June 30 last year [categories]

15:ant\_summe\_sonst\_frauen selfempl elb0669 Share of women among other employees in %

I cannot/do not want to answer 1

## B5 Investments and innovation

Text3 The next thematic block deals with investments in your company.

**16** What was the total amount of balance sheet-relevant investments, excluding depreciation or other value adjustments, that you made in your company in 2021 as a whole?

*If you do not know, please estimate.*

[...] euros

|            |          |             |  |
|------------|----------|-------------|--|
| 16:elb0502 | selfempl | elb0502     | Total investments (balance sheet-relevant) last year in euros              |
| 16:elb0502 | selfempl | elb0502_cat | Total investments (balance sheet-relevant) last year in euros [categories] |

I cannot/do not want to answer  1

**17** What was the approximate total marketing expenditure you made in your company in the fiscal year 2021?

*If you do not know, please estimate.*

[...] euros

|            |          |             |   |
|------------|----------|-------------|---|
| 17:elb0533 | selfempl | elb0533     | Marketing expenditure last year in euros              |
| 17:elb0533 | selfempl | elb0533_cat | Marketing expenditure last year in euros [categories] |

I cannot/do not want to answer  1

**18** Did your company improve or further develop a service or product that you previously offered in the last fiscal year 2021?

Yes  1

No  2

I can't / don't want to respond  -1

|               |          |            |  |
|---------------|----------|------------|--|
| 18:elb0536_v2 | selfempl | elb0536_v2 | Service/product improved in the last fiscal year |
|---------------|----------|------------|--|

**19** Did your company launch a completely new service or product for which a new market has yet to be created in the last fiscal year 2021?

Yes  1

No  2

I can't / don't want to respond  -1

|               |          |            |  |
|---------------|----------|------------|--|
| 19:elb0539_v2 | selfempl | elb0539_v2 | Completely new service/product offered in last fiscal year |
|---------------|----------|------------|--|

**20** Did your company develop and introduce new methods in the organization of business processes in the last fiscal year 2021? By this quality management, supply chain management, lean production, knowledge management are meant.

|                                 |    |
|---------------------------------|----|
| Yes                             | 1  |
| No                              | 2  |
| I can't / don't want to respond | -1 |

20:elb0540\_v2 selfempl elb0540\_v2 New organizational methods developed and introduced in last fiscal year

**21** Did your company introduce new marketing/sales methods in the last fiscal year 2021 that were not previously used in your company? Marketing innovations are part of a new marketing concept or a new marketing strategy.

|                                 |    |
|---------------------------------|----|
| Yes                             | 1  |
| No                              | 2  |
| I can't / don't want to respond | -1 |

21:elb0541\_v2 selfempl elb0541\_v2 New marketing/sales methods introduced in last fiscal year

**22** Did your company develop or introduce processes in the last fiscal year 2021 that significantly improved the production process or the provision of services?

|                                 |    |
|---------------------------------|----|
| Yes                             | 1  |
| No                              | 2  |
| I can't / don't want to respond | -1 |

22:elb0542\_v2 selfempl elb0542\_v2 New procedures for production process developed or introduced in last fiscal y.

## B6 Personnel management

Text4 Further, we would like to know how you organize your day-to-day business and your relationships with your employees.

**23** Please describe how often you typically deal with the following activities in your company.

|   | Daily | Weekly | Monthly | Quarterly | Less than<br>once a<br>quarter | Never<br>or does<br>not apply | I can't /<br>don't want<br>to respond |
|---|-------|--------|---------|-----------|--------------------------------|-------------------------------|---------------------------------------|
|   | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Participation in/execution<br>of the production of the<br>goods or services that<br>my company operates | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Recruitment and<br>personnel selection  | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Conversations with<br>employees and<br>managers in the<br>company                                       | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Organization of production<br>processes in the<br>company   | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Quality management  | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Marketing activities  | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Bureaucratic activities due<br>to government<br>requirements and<br>regulations                         | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Customer acquisition and<br>conversations with<br>customers   | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Conversations with<br>suppliers   | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Conversations with<br>co-owners,<br>co-managing directors   | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Conversations with the<br>company's financiers  | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Analysis of the market and<br>competitors   | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Preparing and making<br>growth and investment<br>decisions  | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Association work  | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |
| Other business-related<br>activities  | 1     | 2      | 3       | 4         | 5                              | 6                             | -1                                    |

|            |          |            |   |
|------------|----------|------------|---|
| 23:elb0584 | selfempl | elb0584_v2 | Activities: Participation in/execution of production                          |
| 23:elb0585 | selfempl | elb0585_v2 | Activities: Recruitment and personnel selection                               |
| 23:elb0586 | selfempl | elb0586_v2 | Activities: Conversations with employees and managers in the company          |
| 23:elb0587 | selfempl | elb0587_v2 | Activities: Organization of production processes in the company               |
| 23:elb0588 | selfempl | elb0588_v2 | Activities: Quality management  |
| 23:elb0589 | selfempl | elb0589_v2 | Activities: Marketing activities  |
| 23:elb0590 | selfempl | elb0590_v2 | Activities: Bureaucratic activities due to government requirements and regul. |
| 23:elb0591 | selfempl | elb0591_v2 | Activities: Customer acquisition and conversations with customers             |
| 23:elb0592 | selfempl | elb0592_v2 | Activities: Conversations with suppliers                                      |
| 23:elb0593 | selfempl | elb0593_v2 | Activities: Conversations with co-owners, co-managing directors               |
| 23:elb0594 | selfempl | elb0594_v2 | Activities: Conversations with the company's financiers                       |
| 23:elb0595 | selfempl | elb0595_v2 | Activities: Analysis of the market and competitors                            |
| 23:elb0596 | selfempl | elb0596_v2 | Activities: Preparing and making growth and investment decisions              |
| 23:elb0597 | selfempl | elb0597_v2 | Activities: Association work  |
| 23:elb0598 | selfempl | elb0598_v2 | Activities: Other activities  |

[Other business-related activities], namely:

|            |          |             |  |
|------------|----------|-------------|--|
| 23:eab0033 | selfempl | eab0033     | Activities: Other activities text              |
| 23:eab0033 | selfempl | eab0033_cat | Activities: Other activities text [categories] |

**24** Of all the activities you do every day, how many hours do you spend on

|  |   |
|--|---|
| Participation in/execution of the production of the goods or services that my company operates | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Recruitment and personnel selection  | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Conversations with employees and managers in the company                                       | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Organization of production processes in the company  | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Quality management   | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Marketing activities   | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Bureaucratic activities due to government requirements and regulations                         | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Customer acquisition and conversations with customers  | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Conversations with suppliers   | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Conversations with co-owners, co-managing directors  | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Conversations with the company's financiers  | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Analysis of the market and competitors   | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Preparing and making growth and investment decisions   | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Association work   | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |
| Other activities   | <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span> |

|            |          |         |  |                |
|------------|----------|---------|--|----------------|
| 24:elb0599 | selfempl | elb0599 | Hours per day: Participation in/execution of production                          | (23;elb0584=1) |
| 24:elb0600 | selfempl | elb0600 | Hours per day: Recruitment and personnel selection                               | (23;elb0585=1) |
| 24:elb0601 | selfempl | elb0601 | Hours per day: Conversations with employees and managers in the company          | (23;elb0586=1) |
| 24:elb0602 | selfempl | elb0602 | Hours per day: Organization of production processes in the company               | (23;elb0587=1) |
| 24:elb0603 | selfempl | elb0603 | Hours per day: Quality management  | (23;elb0588=1) |
| 24:elb0604 | selfempl | elb0604 | Hours per day: Marketing activities  | (23;elb0589=1) |
| 24:elb0605 | selfempl | elb0605 | Hours per day: Bureaucratic activities due to government requirements and regul. | (23;elb0590=1) |
| 24:elb0606 | selfempl | elb0606 | Hours per day: Customer acquisition and conversations with customers             | (23;elb0591=1) |
| 24:elb0607 | selfempl | elb0607 | Hours per day: Conversations with suppliers                                      | (23;elb0592=1) |
| 24:elb0608 | selfempl | elb0608 | Hours per day: Conversations with co-owners, co-managing directors               | (23;elb0593=1) |
| 24:elb0609 | selfempl | elb0609 | Hours per day: Conversations with the company's financiers                       | (23;elb0594=1) |
| 24:elb0610 | selfempl | elb0610 | Hours per day: Analysis of the market and competitors                            | (23;elb0595=1) |
| 24:elb0611 | selfempl | elb0611 | Hours per day: Preparing and making growth and investment decisions              | (23;elb0596=1) |
| 24:elb0612 | selfempl | elb0612 | Hours per day: Association work  | (23;elb0597=1) |
| 24:elb0613 | selfempl | elb0613 | Hours per day: Other activities  | (23;elb0598=1) |

I cannot/do not want to answer  1

**25** Would you say taking an hour or two off during working hours to deal with personal or family matters is ...

|                                 |                             |
|---------------------------------|-----------------------------|
| Very easy to arrange            | <input type="checkbox"/> 1  |
| Quite easy to arrange           | <input type="checkbox"/> 2  |
| Quite difficult to arrange      | <input type="checkbox"/> 3  |
| Very difficult to arrange       | <input type="checkbox"/> 4  |
| I can't / don't want to respond | <input type="checkbox"/> -1 |

25:elb0637 selfempl elb0637 Take time for personal matters during working hours?

7;elb0636=1

**26** Which of the following measures for professional development did you offer in your company in the first half of 2021?

*Please indicate all that apply.*

Was offered

Was not offered

|   | Was offered  | Was not offered | I can't / don't want to respond |
|---|--|-----------------|---------------------------------|
| Courses, training programs, seminars                                  | 1  | 2               | -1                              |
| Participation in lectures, conferences, trade fairs, etc.             | 1  | 2               | -1                              |
| On-the-job training, e.g. instruction, induction, on-the-job training | 1  | 2               | -1                              |
| Job change / job rotation   | 1  | 2               | -1                              |
| Quality circles, workshop circles, learning workshop                  | 1  | 2               | -1                              |
| Collaboration in project teams  | 1  | 2               | -1                              |
| Coaching / Mentoring  | 1  | 2               | -1                              |
| 26:weiterb_c_1 selfempl elb0670                                       | Further training: Courses/seminars in 1st half of last year                  |                 |                                 |
| 26:weiterb_c_2 selfempl elb0671                                       | Further training: Lectures, conferences, fairs etc. in 1st half of last year |                 |                                 |
| 26:weiterb_c_3 selfempl elb0672                                       | Further training: On-the-job training in 1st half of last year               |                 |                                 |
| 26:weiterb_c_4 selfempl elb0673                                       | Further training: Job rotation in 1st half of last year                      |                 |                                 |
| 26:weiterb_c_5 selfempl elb0674                                       | Further training: Quality circles in 1st half of last year                   |                 |                                 |
| 26:weiterb_c_6 selfempl elb0675                                       | Further training: Project teams in 1st half of last year                     |                 |                                 |
| 26:weiterb_c_7 selfempl elb0676                                       | Further training: Coaching in 1st half of last year                          |                 |                                 |

Other qualification measures; namely:

|                                     |   |
|-------------------------------------|---|
| 26:weiterb_c_8 selfempl elb0677     | Further training: Other offered in 1st half of last year              |
| 26:weiterb_c_8 selfempl elb0677_cat | Further training: Other offered in 1st half of last year [categories] |

(1;elb0301\_v2=2,4) | (7;elb0636=1)

**27** How are decisions taken in your company? Please indicate which of the following applies to your company.

|   |    |
|---|----|
| I take most decisions alone   | 1  |
| I take most decisions together in the team of owners/managing directors       | 2  |
| I take most decisions together as a team with other managers and/or employees | 3  |
| I take most decisions in consultation with the franchisor                     | 4  |
| I can't / don't want to respond   | -1 |

27:elb0614\_v2 selfempl elb0614\_v2 How decisions are made

## B7 Labor relations

7;elb0636=1

**28** How often do you or managers in your company hold structured feedback meetings with your employees, for example about service quality, customer satisfaction, production, costs, performance decline, quality, inventory, absenteeism?

|                                 |    |
|---------------------------------|----|
| Less than once a year or never  | 1  |
| Annually                        | 2  |
| Quarterly                       | 3  |
| Monthly                         | 4  |
| Weekly                          | 5  |
| Daily                           | 6  |
| Several times a day             | 7  |
| I can't / don't want to respond | -1 |

28:elb0616\_v2 selfempl elb0616\_v2 Frequency of structured feedback meetings

(7;elb0636=1) & (28;elb0616\_v2>2)

**29** Apart from feedback meetings, do you use other tools to motivate your employees?

|                                 |    |
|---------------------------------|----|
| Yes, please list them briefly:  | 1  |
| No                              | 2  |
| I can't / don't want to respond | -1 |

29:elb0617 selfempl elb0617 Other instruments for employee motivation

[Other instruments]

|                                 |   |              |
|---------------------------------|---|--------------|
| 29:eab0034 selfempl eab0034     | Other instruments for employee motivation text              | 29;elb0617=1 |
| 29:eab0034 selfempl eab0034_cat | Other instruments for employee motivation text [categories] | 29;elb0617=1 |

## B8 Remuneration

7;elb0636=1

**30** What was the share of full-time employees with an average gross monthly income in the following categories in your company on June 30, 2021?

*Please do not include temporary workers and freelancers among the full-time employees. If exact figures are not available, please provide an estimate.*

Share of full-time employees with a gross monthly income of ...

Under 1900EUR: Share of full-time employees [...] % 0:100

30:ant\_brut\_1 selfempl elb0154 Share of full-time empl. with gross monthly income below EUR 1900 June 30 LY in %

Does not apply 1

1900EUR to under 2500EUR: Share of full-time employees [...] % 0:100

30:ant\_brut\_2 selfempl elb0156 Share of full-time empl. with gross monthly income of EUR 1900-2500 June 30 LY in %

Does not apply 1

2500EUR to under 3300EUR: Share of full-time employees 0:100

[...] %

30:ant\_brut\_3 selfempl elb0158 Share of full-time empl. with gross monthly income of EUR 2500-3300 June 30 LY in %

Does not apply 1

3300EUR to under 4000EUR: Share of full-time employees 0:100

[...] %

30:ant\_brut\_4 selfempl elb0160 Share of full-time empl. with gross monthly income EUR3300-4000 June 30 LY in %

Does not apply 1

4000EUR to under 6000EUR: Share of full-time employees 0:100

[...] %

30:ant\_brut\_5 selfempl elb0162 Share of full-time empl. with gross monthly income EUR4000-6000 June 30 LY in %

Does not apply 1

6000EUR to under 7800EUR: Share of full-time employees 0:100

[...] %

30:ant\_brut\_6 selfempl elb0164 Share of full-time empl. with gross monthly income EUR6000-7800 June 30 LY in %

Does not apply 1

7800EUR and more: Share of full-time employees [...] % 0:100

30:ant\_brut\_7 selfempl elb0166 Share of full-time empl. with gross monthly income EUR 7800 or more June 30 LY in %

Does not apply 1

Total: 100%

7:elb0636=1

**31** To what extent do you base the remuneration of your employees on the following criteria?

|  | Very strongly | Strongly | Moderately | Less | Not at all | I can't / don't want to respond |
|--|---------------|----------|------------|------|------------|---------------------------------|
| Individual performance                                       | 1             | 2        | 3          | 4    | 5          | -1                              |
| Team performance   | 1             | 2        | 3          | 4    | 5          | -1                              |
| Success of the entire company                                | 1             | 2        | 3          | 4    | 5          | -1                              |
| Length of service  | 1             | 2        | 3          | 4    | 5          | -1                              |
| Formal educational or professional qualification             | 1             | 2        | 3          | 4    | 5          | -1                              |
| Individual professional experience                           | 1             | 2        | 3          | 4    | 5          | -1                              |
| Social criteria, e.g. number of children, place of residence | 1             | 2        | 3          | 4    | 5          | -1                              |

|                |          |         |  |
|----------------|----------|---------|--|
| 31:krit_entl_1 | selfempl | elb0168 | Remuneration according to: Individual performance                        |
| 31:krit_entl_2 | selfempl | elb0169 | Remuneration according to: Team performance                              |
| 31:krit_entl_3 | selfempl | elb0170 | Remuneration according to: Success of the company                        |
| 31:krit_entl_4 | selfempl | elb0171 | Remuneration according to: Length of service                             |
| 31:krit_entl_5 | selfempl | elb0172 | Remuneration according to: Formal educational/professional qualification |
| 31:krit_entl_6 | selfempl | elb0173 | Remuneration according to: Individual professional experience            |
| 31:krit_entl_7 | selfempl | elb0174 | Remuneration according to: Social criteria                               |

7;elb0636=1

**32** Which of the following performance incentives does your company offer employees?*Please indicate all that apply.*

|                      |                                     |
|----------------------|-------------------------------------|
| Equity participation | <input checked="" type="checkbox"/> |
| Profit-sharing       | <input checked="" type="checkbox"/> |
| Bonus payments       | <input checked="" type="checkbox"/> |
| Share options        | <input checked="" type="checkbox"/> |
| Other                | <input checked="" type="checkbox"/> |

|            |          |         |  |
|------------|----------|---------|--|
| 32:anreiz1 | selfempl | elb0175 | Performance incentives: Equity participation |
| 32:anreiz2 | selfempl | elb0176 | Performance incentives: Profit sharing       |
| 32:anreiz3 | selfempl | elb0177 | Performance incentives: Bonus payments       |
| 32:anreiz4 | selfempl | elb0178 | Performance incentives: Share options        |
| 32:anreiz5 | selfempl | elb0179 | Performance incentives: Other                |

[Other] namely: 

32:anreizso selfempl eab0005 Performance incentives: Other free-form text 32;anreiz5=1

Nothing applies 

32:anreiz\_ka selfempl elb0180 Performance incentives: Nothing applies

7;elb0636=1

**33** Which of the following benefits does your company offer in addition to the legally mandated social benefits?*Please indicate all that apply.*

|   |                                     |
|---|-------------------------------------|
| Company pension scheme/company pension that exceeds the statutory entitlement | <input checked="" type="checkbox"/> |
| Release from work and/or covering of costs for further training measures      | <input checked="" type="checkbox"/> |
| Other   | <input checked="" type="checkbox"/> |

|            |          |         |  |
|------------|----------|---------|--|
| 33:zusatz3 | selfempl | elb0183 | Company benefits: Company pension scheme/company pension above statutory entitl. |
| 33:zusatz4 | selfempl | elb0184 | Company benefits: Release from work/covering of costs for training               |
| 33:zusatz6 | selfempl | elb0186 | Company benefits: Other  |

[Other] namely: 

33:zusatzso selfempl eab0006 Company benefits: Other free-form text 33;zusatz6=1

Nothing applies 

33:zusatz\_ka selfempl elb0187 Company benefits: Nothing applies

**34 How are you personally currently securing your retirement?**

*Please indicate all that apply.*

|   |   |
|---|---|
| I have acquired entitlements to statutory pension insurance as a former employee                | 1 |
| I have entitlements to a company pension as a former employee                                   | 1 |
| I have entitlements to the artists' social security fund  | 1 |
| I have entitlements to a berufsständische Versorgungswerk (pension scheme fro free professions) | 1 |
| I have acquired real estate for retirement provision  | 1 |
| I have taken out a capital life insurance policy for retirement provision                       | 1 |
| I have taken out private pension insurance  | 1 |
| I am building wealth through stocks, funds, bonds, or similar investments                       | 1 |
| I regularly save money in other ways  | 1 |
| I am covered through my partner   | 1 |
| No retirement provision has been made so far  | 1 |
| I cannot/do not want to answer  | 1 |

|            |          |         |  |
|------------|----------|---------|--|
| 34:elb0638 | selfempl | elb0638 | Retirement security: Statutory pension insurance                               |
| 34:elb0639 | selfempl | elb0639 | Retirement security: Company pension   |
| 34:elb0640 | selfempl | elb0640 | Retirement security: Artists' social security fund                             |
| 34:elb0641 | selfempl | elb0641 | Retirement security: Berufsständische Versorgung (pension scheme free profes.) |
| 34:elb0642 | selfempl | elb0642 | Retirement security: Real estate ownership                                     |
| 34:elb0643 | selfempl | elb0643 | Retirement security: Life insurance  |
| 34:elb0644 | selfempl | elb0644 | Retirement security: Private pension insurance                                 |
| 34:elb0645 | selfempl | elb0645 | Retirement security: Shares/funds/bonds  |
| 34:elb0646 | selfempl | elb0646 | Retirement security: Other regular savings                                     |
| 34:elb0647 | selfempl | elb0647 | Retirement security: Secured through partner                                   |
| 34:elb0648 | selfempl | elb0648 | Retirement security: No retirement provisions so far                           |

## B9 Digitalization

**Text5** Next, we will ask you about the digitalization in your company, its current status, and its impact on your work.

7:elb0636=1

**35** Please indicate the total number of employees and the approximate share of women who use PCs, laptops, tablets/iPads or other digital devices, e.g. for machine control, to perform their daily tasks in your company.

*This does not include temporary workers and freelancers. If exact figures are not possible, please estimate.*

Total number of employees who use PCs, laptops, tablets/iPads or other digital devices, e.g. for machine control: 0:999999

Of which share of women (in %) [...] % 0:100

|                  |          |         |   |      |
|------------------|----------|---------|---|------|
| 35:anz_pc        | selfempl | elb0188 | Number of employees who use PCs/laptops/tablets/digital devices             | 0@37 |
| 35:ant_pc_frauen | selfempl | elb0189 | Share of women in employees who use PCs/laptops/tablets/digit. devices in % |      |

I cannot/do not want to answer

(7;elb0636=1) & (35;anz\_pc>0)

**36** Please indicate the approximate share per employee group who use PCs, laptops, tablets/iPads or other digital devices (e.g. for machine control) to perform their daily tasks in your company/establishment/public body.c

*If exact details are not possible, please estimate.*

Employees in jobs that do not require vocational training: [...]   
%

Employees in jobs that require a completed apprenticeship, comparable vocational training or corresponding professional experience: [...] %

Employees in jobs that require a technical or university degree: [...] %

36:ant\_pc\_grp1 selfempl elb0190 Share of employees who use PC/laptop/tablets/digit. devices in group 1 in %

36:ant\_pc\_grp2 selfempl elb0191 Share of employees who use PC/laptop/tablets/digit. devices in group 2 in %

36:ant\_pc\_grp3 selfempl elb0192 Share of employees who use PC/laptop/tablets/digit. devices in group 3 in %

I cannot/do not want to answer

**37** How has the use of the following technologies changed in your company in the last three years?

|   | Strongly increased | Increased | Remained roughly the same                           | Decreased | Strongly decreased | Technology is not used | I can't / don't want to respond |  |
|---|--------------------|-----------|---|-----------|--------------------|------------------------|---------------------------------|--|
|   | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| Custom software, i.e., software that has been developed or adapted to meet the needs of the company.                          | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| Data analytics, i.e., the use of digital tools to analyze data collected in this company or from other sources.               | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| Big data, i.e., the analysis of large datasets.   | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| Robots, i.e., programmable machines that can automatically perform complex sequences of actions.                              | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| Virtual or augmented reality, i.e., the enhancement of images with objects that exist only virtually.                         | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| Artificial intelligence, i.e., computer programs that assist in optimizing goal achievement and learn autonomously.           | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| 3D printing, i.e., a manufacturing process in which material is applied layer by layer to create a three-dimensional product. | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| Internet of Things, i.e., the digital networking of devices and objects, as well as entire industrial plants or buildings.    | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| Platforms for acquiring orders, i.e., acquisition of customers through a platform.  | 1                  | 2         | 3   | 4         | 5                  | 6                      | -1                              |  |
| 37:techno1  | selfempl           | elb0193   | Usage last 3 years: Customized software             |           |                    |                        |                                 |  |
| 37:techno2  | selfempl           | elb0194   | Usage last 3 years: Data analytics                  |           |                    |                        |                                 |  |
| 37:techno3  | selfempl           | elb0195   | Usage last 3 years: Big Data                        |           |                    |                        |                                 |  |
| 37:techno4  | selfempl           | elb0196   | Usage last 3 years: Robots                          |           |                    |                        |                                 |  |
| 37:techno5  | selfempl           | elb0197   | Usage last 3 years: Virtual or augmented reality    |           |                    |                        |                                 |  |
| 37:techno6  | selfempl           | elb0198   | Usage last 3 years: Artificial intelligence         |           |                    |                        |                                 |  |
| 37:techno7  | selfempl           | elb0199   | Usage last 3 years: 3D printing                     |           |                    |                        |                                 |  |
| 37:techno8  | selfempl           | elb0200   | Usage last 3 years: Internet of Things              |           |                    |                        |                                 |  |
| 37:techno9  | selfempl           | elb0678   | Usage last 3 years: Platforms for order acquisition |           |                    |                        |                                 |  |

**38** Think about the digitalization technologies that are used in your company. These can include computers as well as robots and artificial intelligence. To what extent do you agree with the following statements?

|  | Fully agree | Tend to agree | Partly agree / partly disagree | Rather disagree | Disagree | Does not apply | I can't / don't want to respond |
|--|-------------|---------------|--------------------------------|-----------------|----------|----------------|---------------------------------|
| Our company is well equipped with digitalization technologies compared to other companies in our industry                                    | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |
| The use of digitalization technologies has led to additional personnel requirements, i.e. new hires  | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |
| The use of digitalization technologies has led to a high demand for further training for employees   | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |
| Employees tend to be critical of the use of digitalization technologies  | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |
| The use of digitalization technologies has led to problems with data security or cyberattacks  | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |
| The use of digitalization technologies leads to a strong dependence on external service providers  | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |
| The use of digitalization technologies has changed the process of acquiring orders and is leading to increased use of intermediary platforms | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |
| Digitalization technologies are used in company to monitor employee performance  | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |
| I am very familiar with the digitalization technologies in my company  | 1           | 2             | 3                              | 4               | 5        | 6              | -1                              |

|                     |          |            |   |             |
|---------------------|----------|------------|---|-------------|
| 38:digitalisierung1 | selfempl | elb0201_v2 | Digitization technology: Well equipped with digitization technology       |             |
| 38:digitalisierung2 | selfempl | elb0202_v2 | Digitization technology: Additional personnel requirements and new hires  | 7;elb0636=1 |
| 38:digitalisierung3 | selfempl | elb0203_v2 | Digitization technology: High demand for further training                 | 7;elb0636=1 |
| 38:digitalisierung4 | selfempl | elb0204_v2 | Digitization technology: Employees are critical                           | 7;elb0636=1 |
| 38:digitalisierung5 | selfempl | elb0205_v2 | Digitization technology: Problems with data security or cyber attacks     |             |
| 38:digitalisierung6 | selfempl | elb0206_v2 | Digitization technology: Strong dependence on external service providers  |             |
| 38:digitalisierung9 | selfempl | elb0679    | Digitization technology: Increased use of platforms for order acquisition |             |
| 38:digitalisierung7 | selfempl | elb0207_v2 | Digitization technology: Used to control employees                        | 7;elb0636=1 |
| 38:digitalisierung8 | selfempl | elb0208_v2 | Digitization technology: I am very familiar with its use in the company   |             |

## B10 Effects of the coronavirus pandemic

**Text6** Finally, we would like to know how the coronavirus pandemic has impacted your business.

### **39** What impact did the coronavirus pandemic have on your company up to June 30, 2021?

|   |    |
|---|----|
| Very positive effects                     | 1  |
| Positive effects                          | 2  |
| Partly positive / partly negative effects | 3  |
| Negative effects                          | 4  |
| Very negative effects                     | 5  |
| No effects                                | 6  |
| I can't / don't want to respond           | -1 |

39:covidausw selfempl elb0209 Corona impact for company until June 30 last year

7;elb0636=1

### **40** Compared to the headcount immediately before the coronavirus pandemic, how has the headcount in your company changed by June 30, 2021?

|                                 |    |
|---------------------------------|----|
| Strongly increased              | 1  |
| Slightly increased              | 2  |
| Remained the same               | 3  |
| Slightly decreased              | 4  |
| Strongly decreased              | 5  |
| I can't / don't want to respond | -1 |

40:covidperso selfempl elb0210\_v2 Change in headcount since the start of the coronavirus pandemic until June 30

7;elb0636=1

**41** Which of the following personnel policy measures have you implemented in your company in response to the coronavirus pandemic in the first half of 2021, i.e. by June 30, 2021?

*Please indicate all that apply.*

|  |                          |
|--|--------------------------|
| Reduction of temporary staff                               | <input type="checkbox"/> |
| No retention of apprentices                                | <input type="checkbox"/> |
| Vacancies not filled                                       | <input type="checkbox"/> |
| Postponement of a planned increase in personnel            | <input type="checkbox"/> |
| Cancellation of planned hiring of apprenticeship positions | <input type="checkbox"/> |
| None of this   | <input type="checkbox"/> |
| I cannot/do not want to answer                             | <input type="checkbox"/> |

|                      |          |         |  |
|----------------------|----------|---------|--|
| 41:covidpersomaβn1   | selfempl | elb0211 | Reaction to Corona: Reduction of temporary staff in the 1st half of the year   |
| 41:covidpersomaβn2   | selfempl | elb0212 | Reaction to Corona: No retention of apprentices in the 1st half of the year    |
| 41:covidpersomaβn3   | selfempl | elb0213 | Reaction to Corona: Vacancies not filled in 1st half of year                   |
| 41:covidpersomaβn4   | selfempl | elb0214 | Reaction to Corona: Postponement of planned staff increase in 1st half of year |
| 41:covidpersomaβn5   | selfempl | elb0215 | Reaction to corona: Cancel. of planned hiring of apprentice. in 1st half of y. |
| 41:covidpersomaβn_ka | selfempl | elb0216 | Reaction to Corona: None of the above  |

7;elb0636=1

**42** What was the total number of employees who worked from home on June 30, 2021 (home office)?

*This does not include temporary workers and freelancers. If exact figures are not known, please estimate.*

Number of employees

|                   |          |              |   |      |
|-------------------|----------|--------------|---|------|
| 42:ant_homeoffice | selfempl | elb0245      | Number of employees working from home on June 30 last year              | 0@45 |
| 42:ant_homeoffice | selfempl | elb0245_cat2 | Number of employees working from home on June 30 last year [categories] | 0@45 |

I cannot/do not want to answer

(7;elb0636=1) &amp; (42;ant\_homeoffice&gt;0)

**43** What was the share of women who worked from home (home office) on June 30, 2021?

*This does not include temporary workers and freelancers. If exact figures are not known, please estimate.*

Share of women (in %) [...] %

|                          |          |         |  |
|--------------------------|----------|---------|--|
| 43:ant_homeoffice_frauen | selfempl | elb0246 | Share of women working from home on June 30 last year in % |
|--------------------------|----------|---------|--|

I cannot/do not want to answer

(7;elb0636=1) &amp; (42;ant\_homeoffice&gt;0)

**44** What was the share per employee group that worked from home (home office) on June 30, 2021?*If exact figures are not known, please estimate.*

Employees in jobs that do not require vocational training [...] % 0:100

Employees in jobs that require a completed apprenticeship, comparable vocational training or corresponding professional experience [...] % 0:100

Employees in qualified jobs that require a technical or university degree [...] % 0:100

44:ant\_homeoffice\_grp1 selfempl elb0247 Share of employees working from home in group 1 on June 30 last year in %

44:ant\_homeoffice\_grp2 selfempl elb0248 Share of employees working from home in group 2 on June 30 last year in %

44:ant\_homeoffice\_grp3 selfempl elb0249 Share of employees working from home in group 3 on 30.06 last year. in %

I cannot/do not want to answer 1

(7;elb0636=1) &amp; (42;ant\_homeoffice&gt;0)

**45** Think back to the time immediately before the coronavirus pandemic. How has the share of employees working from home (home office) changed by June 30, 2021?

Strongly increased 1

Slightly increased 2

Remained the same 3

Slightly decreased 4

Strongly decreased 5

I can't / don't want to respond -1

45:ant\_homeofficeaender selfempl elb0250\_v2 Share of employees working from home: Change since corona pand. to June 30 LY

(7;elb0636=1) &amp; (42;ant\_homeoffice&gt;0)

**46** How did the number of working hours that employees worked from home (home office) change by June 30, 2021?

Strongly increased 1

Slightly increased 2

Remained the same 3

Slightly decreased 4

Strongly decreased 5

I can't / don't want to respond -1

46:homeofficezeit selfempl elb0251\_v2 Working hours in work from home: Change since corona pandemic until June 30 LY

(7;elb0636=1) & (42;ant\_homeoffice>0)

**47 Who decides when the employee works at home (in the home office)?**

|                                 |    |
|---------------------------------|----|
| Exclusively the employer        | 1  |
| Especially the employer         | 2  |
| Employer and employee together  | 3  |
| Especially the employee         | 4  |
| Exclusively the employee        | 5  |
| I can't / don't want to respond | -1 |

47:homeofficeentsch selfempl elb0259 Who decides on work from home hours

**48 Has your company used or considered using coworking spaces within the last three years? A coworking space is a workspace outside the company that can be booked flexibly by the employer for employees.**

|   |    |
|---|----|
| Coworking space used                        | 1  |
| Coworking space considered                  | 2  |
| Coworking space neither used nor considered | 3  |
| I can't / don't want to respond             | -1 |

48:coworking selfempl elb0260 Use of coworking office spaces last 3 years

**B11 Further information about the company**

**50 How often have you worked at each of these locations since starting your main job?**

|   | Daily | Several times a week | Several times a month | Less often | Never | I can't / don't want to respond |
|---|-------|----------------------|-----------------------|------------|-------|---------------------------------|
| My own business premises (office, factory, store, school, etc.) | 1     | 2                    | 3                     | 4          | 5     | -1                              |
| Clients' premises   | 1     | 2                    | 3                     | 4          | 5     | -1                              |
| In the car or another vehicle                                   | 1     | 2                    | 3                     | 4          | 5     | -1                              |
| Outdoors (e.g., construction site, field, city streets)         | 1     | 2                    | 3                     | 4          | 5     | -1                              |
| Your own home   | 1     | 2                    | 3                     | 4          | 5     | -1                              |
| Public places such as cafés, airports, etc.                     | 1     | 2                    | 3                     | 4          | 5     | -1                              |

50:elb0651 selfempl elb0651 Frequency of work in own business premises  
 50:elb0652 selfempl elb0652 Frequency of work in clients' premises  
 50:elb0653 selfempl elb0653 Frequency of work in car/other vehicle  
 50:elb0654 selfempl elb0654 Frequency of outdoor work  
 50:elb0655 selfempl elb0655 Frequency of working from home  
 50:elb0656 selfempl elb0656 Frequency of work in public places

**51 Is there a remuneration regulation in your field, such as the fee schedule for architects and engineers (Honorarordnung für Architekten und Ingenieure)?**

|  |    |
|--|----|
| Yes, remuneration regulations such as Honorarordnung   | 1  |
| Yes, an intermediary agency (platform) sets the prices | 2  |
| No, I set the prices freely                            | 3  |
| I can't / don't want to respond                        | -1 |

51:elb0657 selfempl elb0657 Remuneration regulations such as Honorarordnung für A. u. I.

**52 What is the legal form of your company?**

|   |    |
|---|----|
| Sole proprietorship with full liability of one person | 1  |
| Partnership, i.e. KG, OHG or GbR                      | 2  |
| Limited liability company as GmbH, UG or Ltd.         | 3  |
| Public limited company, i.e. AG, SE                   | 4  |
| Mixed forms, i.e. GmbH & Co. KG, KGaA                 | 5  |
| Other legal form                                      | 8  |
| I can't / don't want to respond                       | -1 |

52:rechtsform selfempl elb0261 Legal form of the company

**53 What was the earnings situation of your company in the 2020 and 2021 fiscal years?**

|      | Very good | Good | Satisfactory | Sufficient | Unsatisfactory | I can't / don't want to respond |
|------|-----------|------|--------------|------------|----------------|---------------------------------|
| 2020 | 1         | 2    | 3            | 4          | 5              | -1                              |
| 2021 | 1         | 2    | 3            | 4          | 5              | -1                              |

53:ertraglag2020 selfempl elb0262\_v2 Earnings situation of company in penultimate fiscal year

53:ertraglag2021 selfempl elb0263\_v2 Earnings situation of company in last fiscal year

**54 What share of your revenue comes from your largest client?**

|                                 |    |
|---------------------------------|----|
| Less than 50 percent            | 1  |
| 50 to 75 percent                | 2  |
| More than 75 percent            | 3  |
| I can't / don't want to respond | -1 |

54:elb0658 selfempl elb0658 Share of revenue from largest client in euros

**55 What was your turnover in the 2020 and 2021 fiscal years?**

*If exact figures are not known, please estimate.*

[Amount approximately] 2020 [...] euros 0:100000000000

55:umsatz2020 selfempl elb0264 Turnover in penultimate fiscal year in euros

55:umsatz2020 selfempl elb0264\_cat2 Turnover in penultimate fiscal year in euros [categories]

I cannot/do not want to answer 1

[Amount approximately] 2021 [...] euros 0:100000000000

55:umsatz2021 selfempl elb0266 Turnover in last fiscal year in euros

55:umsatz2021 selfempl elb0266\_cat2 Turnover in last fiscal year in euros [categories]

I cannot/do not want to answer 1

**56 What was your company's reported taxable profit in 2021?**

[...] euros -99999999:99999999

56:elb0484 selfempl elb0484 Taxable profit last year in euros

56:elb0484 selfempl elb0484\_cat Taxable profit last year in euros [categories]

I cannot/do not want to answer 1

**57 What was the total cost of materials and other operating expenses in your company in 2021 as a whole?**

*Cost of materials includes: Purchased goods and services for resale in the same condition, raw materials, consumables and supplies, e.g. expenses for fuel or electricity, purchased services (not for resale but for consumption within the company) and other operating expenses, including temporary staff and freelancers. Please provide the information either in euros or in percentages, not both. If „none“, please enter „0“.*

Expenditure in euros [...] 0:100000000000

Expenditure relative to sales (in percent): [...] 0:100

57:elb0482 selfempl elb0482 Material and operational expenses last year in euros

57:elb0482 selfempl elb0482\_cat Material and operational expenses last year in euros [categories]

57:elb0483 selfempl elb0483 Material and operational expenses last year relative to sales in percent

I cannot/do not want to answer 1

7:elb0636=1

**58 What was the percentage share of personnel costs in total operating costs in 2021?**

*If exact figures are not known, please estimate.*

Percentage of operating costs [...] % 0:100

58:perskost selfempl elb0270 Share of personnel costs in operating costs last year in %

I cannot/do not want to answer 1

7:elb0636=1

**59** How has the percentage share of personnel costs in total operating costs changed in 2020 compared to 2020?1

|  |    |
|--|----|
| Share decreased in the last year         | 1  |
| Share remained the same in the last year | 2  |
| Share increased in the last year         | 3  |
| I can't / don't want to respond          | -1 |

59:perskostaend selfempl elb0273\_v2 Change in personnel costs compared to penultimate year

**B12 Personal attitudes**

**60** To what extent do the following statements apply to you from today's perspective?

|   | Does not apply at all | 2 | 3 | 4 | 5 | 6 | Fully applies | I can't / don't want to respond |
|---|-----------------------|---|---|---|---|---|---------------|---------------------------------|
| From today's perspective, it is the right decision to be an entrepreneur or self-employed | 1                     | 2 | 3 | 4 | 5 | 6 | 7             | -1                              |
| I have my entrepreneurial development as a self-employed completely under control         | 1                     | 2 | 3 | 4 | 5 | 6 | 7             | -1                              |

60:elb0361\_v2 selfempl elb0361\_v2 Attitude: Self-employment currently the right decision

60:elb0362\_v2 selfempl elb0362\_v2 Attitude: Company development as a self-employed currently under control

**61** And what was it like before the coronavirus crisis at the beginning of the year 2020?

|  | Does not apply at all | 2 | 3 | 4 | 5 | 6 | Fully applies | I can't / don't want to respond |
|--|-----------------------|---|---|---|---|---|---------------|---------------------------------|
| It was the right decision to become an entrepreneur or self-employed             | 1                     | 2 | 3 | 4 | 5 | 6 | 7             | -1                              |
| I had my entrepreneurial development as a self-employed completely under control | 1                     | 2 | 3 | 4 | 5 | 6 | 7             | -1                              |

61:elb0364\_v2 selfempl elb0364\_v2 Attitude before Corona pandemic: Entrepreneurial activ. and selfempl. was right decision

61:elb0365\_v2 selfempl elb0365\_v2 Att. before Corona pandemic: Entrepreneurial develop. as self-employed fully under cont.

**62** What are the greatest difficulties in carrying out your entrepreneurial/self-employed activity?

|                                   | No difficulty                            | 2 | 3 | 4 | 5 | 6 | Very high difficulty | I can't / don't want to respond |
|-----------------------------------|--|---|---|---|---|---|----------------------|---------------------------------|
| A lot of bureaucracy              | 1  | 2 | 3 | 4 | 5 | 6 | 7                    | -1                              |
| High workload                     | 1  | 2 | 3 | 4 | 5 | 6 | 7                    | -1                              |
| Financial risk                    | 1  | 2 | 3 | 4 | 5 | 6 | 7                    | -1                              |
| Lack of employees                 | 1  | 2 | 3 | 4 | 5 | 6 | 7                    | -1                              |
| Qualification of employees        | 1  | 2 | 3 | 4 | 5 | 6 | 7                    | -1                              |
| Uncertain future                  | 1  | 2 | 3 | 4 | 5 | 6 | 7                    | -1                              |
| Other difficulties                | 1  | 2 | 3 | 4 | 5 | 6 | 7                    | -1                              |
| 62:elb0377_v2 selfempl elb0377_v2 | Difficulties: A lot of bureaucracy       |   |   |   |   |   |                      |                                 |
| 62:elb0378_v2 selfempl elb0378_v2 | Difficulties: High workload              |   |   |   |   |   |                      |                                 |
| 62:elb0379_v2 selfempl elb0379_v2 | Difficulties: Financial risk             |   |   |   |   |   |                      |                                 |
| 62:elb0380_v2 selfempl elb0380_v2 | Difficulties: Lack of employees          |   |   |   |   |   |                      |                                 |
| 62:elb0381_v2 selfempl elb0381_v2 | Difficulties: Qualification of employees |   |   |   |   |   |                      |                                 |
| 62:elb0382_v2 selfempl elb0382_v2 | Difficulties: Uncertain future           |   |   |   |   |   |                      |                                 |
| 62:elb0660 selfempl elb0660       | Difficulties: Other challenges           |   |   |   |   |   |                      |                                 |

**63** To what extent do you agree with the following statement: We have the right framework conditions in Germany for entrepreneurial or self-employed activities.

|                                 |  |
|---------------------------------|--|
| Does not apply at all           | 1  |
| 2                               | 2  |
| 3                               | 3  |
| 4                               | 4  |
| 5                               | 5  |
| 6                               | 6  |
| Fully applies                   | 7  |
| I can't / don't want to respond | -1   |
| 63:elb0376 selfempl elb0376     | Germany has the right conditions for entrepreneurial/self-employment |

**64** If you have any additional comments or suggestions regarding the survey, you can share them with us here.

64:comment selfempl eab0013 Comments and suggestions