



Retail Price and Costs Survey at Remote Locations

Prices Division
Government Allowance
Indexes Section
Ottawa, Ontario
K1A 0T6

Statistics Act, Revised Statutes
of Canada, 1985, Chapter S19.



Part 1

Consumer Information Schedule

- Section:**
- A - General Information
 - B - Miscellaneous information
 - C - Local versus outside purchases
 - D - Outside purchases
 - E - Comments

Note: Excerpt from the Isolated Post Directive: page H5: Where Statistics Canada is unable to measure the index by reason of the lack of response by employees to mail survey questionnaires, the National Joint Council Committee on Isolated Posts may recommend the reduction or deletion of the Living Cost Differential.

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RETAIL PRICE AND LIVING COST SURVEY**INTRODUCTION AND INSTRUCTIONS**

The Government Allowance Indexes Section of Statistics Canada has been assigned the responsibility for carrying out surveys of retail price and living cost conditions encountered by Federal Government personnel stationed at isolated posts. The results of this study will be used to determine the Living Cost Differential allowance level payable under the Isolated Posts Directive. The range of goods and services included in this study are limited to those categories outlined in the Isolated Posts Directive as set out by the National Joint Council Committee on Isolated Posts.

We would ask that this schedule be completed by each family or individual concerned. Your co-operation in ensuring that the necessary information is supplied as soon as possible will be appreciated. The various questions have been grouped under five sections:

SECTION A: General information relating to yourself, your family and the location at which you are stationed.

SECTION B: Miscellaneous information.

SECTION C: Information on Local versus Outside purchases.

SECTION D: Information on Outside purchases.

SECTION E: Comments on local conditions as they affect retail price and living cost levels.

The information reported should reflect your own purchasing practices and consumption patterns. Please describe the experience of you and your family. Do not try to give answers representative of the post as a whole. Actual retail prices for your location are being collected separately by your Survey Co-ordinator.

Once you have completed sections A-E, the questionnaire should be inserted in the accompanying envelope, sealed and forwarded to the Survey Co-ordinator at your post who will, in turn, send it unopened to Ottawa.

CONFIDENTIALITY

Statistics Canada is prohibited by law from publishing any statistics which would divulge information obtained from this survey that relates to any identifiable business/institution/individual without the previous written consent of that business/institution/individual. The data reported on this questionnaire will be treated in confidence, used for statistical purposes and published in aggregate form only. The confidentiality provisions of the Statistics Act are not affected by either the Access to Information Act or any other Legislation.

Thank you for your co-operation.

SECTION A GENERAL INFORMATION

1. Name of employee	6. How long have you been serving at posts designated as isolated? <input type="text"/> years <input type="text"/> months
2. Location	7. Number of people living in household
3. Department	Adults (include yourself) <input type="text"/>
4. Public Service classification	Children <input type="text"/>
5. Number of years (months) at this location <input type="text"/> years <input type="text"/> months	9. Telephone number
8. Full mailing address <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="checkbox"/> at work <input type="checkbox"/> at home area code <input type="text"/> - <input type="text"/>

SECTION B MISCELLANEOUS INFORMATION

1. Services (if applicable)
 If the following services are not available locally, specify where you might reasonably obtain them by giving:

A: Dry cleaning:

(a) Name of location	(b) Name of business establishment	(c) Method of transporting
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B. Vehicle repairs:

(a) Name of location	(b) Name of business establishment
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2. Transportation
 What methods of transportation would you normally use to travel to the following:

A: Regional centre normally visited:

(i) Name of location	(ii) Transportation method or combination of methods you would normally use
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B. Large metropolitan centre most associated with your region:

(i) Name of centre	(ii) Transportation method or combination of methods you would normally use
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3. Please list the local retail grocery stores that you patronize at your location and indicate in percentage terms the amounts spent in each.

Local Grocery Outlets	%
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
100%	

Do you receive the Fuel and Utilities Allowance?

Yes
 No

4. What type of heating fuel do you use in your home?

Wood Electricity Heat Oil Natural Gas Propane Gas

5. Name of local supplier for:

(a) Electricity	(b) Heating fuel (oil, gas, propane, etc.)
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SECTION C LOCAL VERSUS OUTSIDE PURCHASES

INSTRUCTIONS:

Listed below are some of the major items or groups of items you probably purchase on a regular basis. For each item, indicate in column 1 the percentage you normally purchase locally, and in column 2 show the percentage you normally obtain outside, from other locations. The sum of the figures on each line should total 100 as in the examples below. Indicate N/A (not applicable) for those groups which are not relevant to your consumption habits.

	Item Groups	1 Local Outlets	2 Outside purchases	A The location(s) where outside purchases are normally made	% if more than one location per group
	<i>Example : Fresh fruits and vegetables</i>	<i>20%</i>	<i>80%</i>	<i>Edmonton Yellowknife</i>	<i>50% 50%</i>
	<i>Eggs</i>	<i>90%</i>	<i>10%</i>	<i>Thompson</i>	<i>-</i>
	Groups				
1.	Fresh milk				
2.	Other Milk i.e., evaporated, powdered, etc.				
3.	Ice Cream				
4.	Cheese				
5.	Eggs				
6.	Flour				
7.	Bread				
8.	Fresh and or frozen meats				
9.	Perishable Fresh Fruit and Vegetables i.e., all fruits, tomatoes, lettuce, etc.				
10.	Coarse Vegetables i.e., potatoes, cabbage, turnips, etc.				
11.	Frozen foods				
12.	Butter				
13.	Soft drinks				
14.	Sugar				
15.	General Groceries i.e., canned goods, spreads, sauces, tea and coffee, etc.				
16.	Personal Care Supplies i.e., shampoos, deodorants, tissues, etc.				
17.	Pet food				
18.	Household Supplies i.e., detergent, bleaches, foodwraps, etc.				
19.	Minor Auto Parts i.e., spark plugs, oil filters, anti-freeze, etc.				
20.	Major Auto Parts i.e., tires, batteries, air filters, etc.				
21.	Snowmobile Parts / Outboard Motor Parts				
22.	Beer				
23.	Liquor and Wines				
24.	Audio / Video tapes, CD's				
25.	Film and Film Processing, Batteries				
26.	Reading supplies				

SECTION D OUTSIDE PURCHASES (This section is applicable only for those items obtained from outside sources)

INSTRUCTIONS:

For each entry you have made in column 2, (Outside Purchases), indicate in the appropriate column below:

- (A) the location where each outside purchases are normally made (if more than one location per item, estimate the importance of each in percentage terms);
- (B) the name of the business with whom you normally deal;
- (C) the method of transporting goods to the post i.e., parcel post, air freight, truck, train, boat, private vehicle, or a combination of these (truck/barge). If orders within one group are transported sometimes by one method and sometimes by another method, list both and indicate the importance of each in percentage terms;
- (D) give the name of the carrier(s) normally used, the shipping rate per kg. and minimum charge where applicable.

B The name of the business(es) with whom you normally deal	C The method normally used to transport goods to the post	% if more than one method per group	D Where applicable, give the name of the carrier(s) normally used, the shipping rate/kg. and minimum charges	
<i>Horne & Pitfield, Edmonton Extra Foods, Yellowknife</i>	<i>From Edmonton by truck From Edmonton by air From Yellowknife by private vehicle</i>	<i>25% 25% 50%</i>	<i>XYZ Transport \$0.90/kg - \$20.00 min. ABC Airline \$1.50/kg - \$22.00 min. N/A</i>	
<i>Safeway</i>	<i>Private vehicle</i>	-	<i>Not applicable</i>	
				1.
				2.
				3.
				4.
				5.
				6.
				7.
				8.
				9.
				10.
				11.
				12.
				13.
				14.
				15.
				16.
				17.
				18.
				19.
				20.
				21.
				22.
				23.
				24.
				25.

For information only

SECTION D OUTSIDE PURCHASES (continued)

In the event that you make large bulk purchases for food and related items please give the approximate weight, the dollar value and the method of transportation of the single largest order you have received during the past 12 months. Do not include shipments of household furnishings, personal effects, vehicle, building supplies, etc.

\$ <input type="text"/>	Value (excluding transportation costs)	<input type="text"/> /kg	Approximate weight	<input type="text"/>	Method of transportation
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If you have indicated that you use a private vehicle to bring in outside purchases please indicate the one-way distance you must drive from the post to the location in question, the frequency with which you make these trips, the average value of the purchases and give a brief description of road conditions, (i.e., gravel, paved, etc.).

<input type="text"/> <input type="checkbox"/> miles <input type="text"/> <input type="checkbox"/> Km One way distance	once every <input type="text"/> Week(s) Frequency of trips	<input type="text"/> /trip Average value (Excluding gas, meals and lodging costs)
Approximate cost of gas (one way)		<input type="text"/> \$
If overnight, meals and lodging costs/per day		<input type="text"/> \$

SECTION E COMMENTS

This section has been added to enable you to express your views and opinions about local conditions as they affect your living cost situation and those of your family. More specifically, your comments are invited regarding the quality and availability of goods and services, as well as retail outlets. (Please be as specific as possible i.e., estimate spoilage loss, etc. in percentage terms).

For information only

CERTIFICATION

I hereby certify that the above information is correct and complete to the best of my knowledge.

_____	_____
Signature	Date

INSURANCE AND OTHER HOME SERVICES

Motor Vehicle Insurance Coverage

Name of Insurer: []

Type of Vehicle: Car Truck SUV Minivan

Make: [] Model: [] Year: []

Liability Protection Amount \$ []
Deductible Amounts: Liability \$ [] Comprehensive \$ []
Total Amount of Premium \$ []

Home Owner's/ Tenant's Insurance Coverage

Name of Insurer: []

Type of Dwelling

- 1) Own Your Own Home House Apartment Townhouse
2) Rented Accommodation House Apartment Townhouse
3) Government Provided Accommodation House Apartment Townhouse
4) Other Accommodation (please specify) []

Home Owner's Package

Tenant's Package

Annual Premium \$ [] Deductible Amount \$ [] Coverage on Dwelling \$ [] Coverage on Contents \$ [] Liability Protection Amount \$ [] Other(s) []
Annual Premium \$ [] Deductible Amount \$ [] Coverage on Contents \$ [] Liability Protection Amount \$ [] Other(s) []

Satellite or Cablevision Service

In this section, please specify if you subscribe to receive satellite, cablevision and/or internet service at your home indicating the type of service, the name of the service provider, the provided level of service you receive and the monthly cost.

Name of Provider: []

- Satellite Service Cablevision Service
 Do not subscribe to cablevision or satellite service

Basic Service # of Channels [] Monthly Charge \$ []
Extended Package # of Channels [] Monthly Charge \$ []
Extended Package Plus # of Channels [] Monthly Charge \$ []

Internet Service

Name of Provider: []

Number of hours access (per month) [] or unlimited Monthly Charge \$ []
2nd telephone line (if applicable) Monthly Charge \$ []
 Do not subscribe to internet service



INTERNET ADDRESSES

Treasury Board Internet Site:

<http://www.tbs-sct.gc.ca>

To get to the "Isolated Posts and Government Housing Directive" site

Under Quick Links to: Select Policies

Click on letter "I"

Locate "Isolated Posts & Government Housing Directive" and click

To view Changes/Updates to the Isolated Posts Government Housing Directive

On the left hand side, click on "List of Related Topics"

National Joint Council Internet Site:

<http://www.njc-cnm.gc.ca> -Click on "NJC Directives"

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