



CEMA GUIDELINES FOR CONVEYOR STATISTICS – 2012 IN GENERAL

A. MONTH EFFECTIVE: First Month of Membership

B. WHO REPORTS: Each Member Company of CEMA. A company becomes eligible to participate in the program the first month of membership. A new member company may not request archive data preceding the date they commenced reporting.

C. WHAT CONVEYORS ARE REPORTED: All conveyors, separated into categories as described under heading V, “Product Categories.”

D. WHAT FIGURES ARE REPORTED: Booked Sales and Billed Sales

1. Booked and Billed Sales are defined as gross Bookings and Billings less cancellations, returns, and sales to other CEMA members for resale purposes.
2. Export sales to be Included when shipped from points within North America and ultimate destination is outside North America.
3. All Booked and Billed Sales must be reported in U.S. dollars
4. Exchange rates will be posted on CEMA’s web site The exchange rate to be used will be that shown in the Wall Street Journal on the first Monday of each month.

E.. MINIMUM NUMBER OF COMPANY REPORTS: A category will not be reported for a given month unless at least four different company reports are received for that category and month. If fewer than four reports are received, such figures will be included in the monthly report identified only as “ All Conveyors.”

F.. CONFIDENTIAL TREATMENT OF COMPANY REPORTS will be a strict rule. Under no circumstances will individual company figures be revealed to anyone but the company Official Representative (OR) for any purpose whatsoever unless authorized by the reporting company OR or as required by law.

II. REPORTING TIMETABLE

A. COMPANY REPORTS ARE TO BE COMPLETED online no later than the Final day of the month following the month being reported (sooner where possible). *

** Product Categories C-1and C-2 are reported quarterly only.*

B. MONTHLY ASSOCIATION REPORTS are to be available to designated individuals at member companies no later than fifteen (15) days after the close of the month.

For companies not reporting within the timetable of Section II.B, estimated figures will be used based on previous submittals.

If it is necessary to use a CEMA generated estimate for two or more times in a calendar year, the company shall lose its dues discount for those months where estimates are used.

A company may make its own estimate without jeopardizing its dues discount; however, the company must make its own adjustment in its report for the following month.

III. INDIVIDUALS WHO RECEIVE REPORTS

A. MONTHLY ASSOCIATION REPORTS – Notification when reports are available online will be emailed to each Official Representative of each member company and to others designated by the OR, if any.

B. CONFIDENTIAL MONTHLY POSITION REPORT will be available online.

IV. MONTHLY ASSOCIATION REPORTS

A. MONTHLY REPORT will be issued, showing companies reporting in each category.

B. DOLLAR TOTALS SHOWN:

1. MONTHLY BOOKED SALES for the Association as a whole and for each category for the current year and for the previous year.
2. MONTHLY BILLED SALES for the Association as a whole and for each category for the current year and for the previous year.
3. CUMULATIVE BOOKED SALES from January through the current month for the Association as a whole and for each category.
4. CUMULATIVE BILLED SALES from January through the current month for the Association as a whole and for each category.
5. CUMULATIVE BOOKED AND BILLED SALES from January through December for the previous year for the Association as a whole and for each category.
6. TWELVE-MONTH MOVING TOTAL OF BOOKED SALES for January through the current month for the Association as a whole and for each category.
7. TWELVE-MONTH MOVING TOTAL OF BILLED SALES for January through the current month for the Association as a whole and for each category.

C. COMPARATIVE INDEXES SHOWN:

1. CUMULATIVE BOOKED SALES INDEX from January through the current month for the Association as a whole and for each category.
2. CUMULATIVE BILLED SALES INDEX from January through the current month for the Association as a whole and for each category.
3. CUMULATIVE BOOKED AND BILLED SALES INDEXES for the previous year for the Association as a whole and for each category.

4. TWELVE-MONTH MOVING BOOKED SALES INDEX for January through the current month for the Association as a whole and for each category.
5. TWELVE-MONTH MOVING BILLED SALES INDEX for January through the current month for the Association as a whole and for each category.

D. EXPORT BREAKOUT ([outside North America](#))

1. MONTHLY BOOKED AND BILLED SALES for the Association as a whole and for each category.
2. CUMULATIVE BOOKED AND BILLED SALES from January through the current month for the Association as a whole and for each category.
3. CUMULATIVE BOOKED AND BILLED SALES from January through December for the previous year for the Association as a whole and for each category.
4. TWELVE-MONTH MOVING BOOKED AND BILLED SALES for January through the current month for the Association as a whole and for each category.

E. CONFIDENTIAL COMPANY POSITION REPORT - This report will show monthly and year-to-date cumulative position (1st, 2nd, 3rd) in the Association based on booked and billed sales. This information will also be reported on all categories. (See I.G. and III. C.)

V. PRODUCT CATEGORIES ARE DEFINED AS FOLLOWS:

A. SCREW CONVEYORS: Include vertical lifts and mixing units.

B. BULK CONVEYOR COMPONENTS: Include the following items only, when sold as such to nonmembers of CEMA:

1. Idlers
2. Pulleys & Shafts
3. Take-ups
4. Holdbacks
5. Belt Blows
6. Belt Trippers
7. Transmissions & Gearboxes
8. Conveyor Belting

D-1. ENGINEERED BULK HANDLING SYSTEMS AND EQUIPMENT: Include rotary plow feeders, stacker reclaimers, car dumpers, and shiploaders in addition to all types of bulk handling systems and equipment. Include systems which are designed and supplied as integrated material handling systems comprised of multiple equipment items and ancillary subsystems.

Such subsystems to include dust collection, dust suppression, fire protection, HVAC, control and power distribution systems, necessary for systems designed to be included, as well as major items of supply such as structures, hoppers, bins, and buildings.

Include equipment which is based on a standardized design format or modifications thereof, such as bucket

elevators, vibrating equipment and feeders, drag/en masse conveyors, and apron conveyors, which are typically sold as equipment items. *Screw conveyors are not to be included in this category.*

D-2. FIELD SERVICES FOR ENGINEERED BULK HANDLING EQUIPMENT: Include field mechanical installation, wiring and piping, concrete work, services of field technical engineers, and field subcontractors.

E. UNIT HANDLING CONVEYORS - All unit handling systems, conveyors, components, accessories and/or devices including engineering.

Palletizers are to be reported only when they are sold as part of a conveyor system including a minimum of \$5,000 of roller conveyor.

G. TROLLEY CONVEYORS (light to medium) - Overhead conveyors and engineering using trolleys in means of conveying. Includes closed track and 2" I-Beam, drop forged chain conveyors.

H. TROLLEY CONVEYORS (heavy duty) - Overhead conveyors and engineering using trolleys in means of conveying. Includes 3" and up I-Beam, drop forged chain conveyors.

I. TOW CONVEYORS - "Cart" system and engineering floor and overhead, including carts.

J. FIELD SERVICES, UNIT HANDLING CONVEYORS (light to medium) - To include field mechanical installation, wiring and piping, concrete work, services of field technical engineers, and field sub-contractors.

L. FIELD SERVICES, TROLLEY CONVEYORS (light to medium) - To include field mechanical installations, wiring and piping, concrete work, services of field technical engineers, and field subcontractors.

M. FIELD SERVICES, TROLLEY CONVEYORS (heavy duty) - To include field mechanical installations, wiring and piping, concrete work, services of field technical engineers, and field subcontractors.

N. FIELD SERVICES, TOW CONVEYORS - To include field mechanical installations, wiring and piping, concrete work, services of field technical engineers, and field sub-contractors.

O. BULK CONVEYOR ACCESSORIES - Include the following bulk conveyor accessory items only when sold as such to non-members of CEMA:

1. Access Doors
2. Belt Alignment Devices
3. Belt Cleaners
4. Belt Monitoring Devices
5. Load Centering Devices
6. Non-Rotating Belt Support Systems
7. Skirting Systems
8. Wear Liners

R. UNIT HANDLING COMPONENTS - To include trolleys (3", 4", 6"), x-chain (3", 4", 6"), roller turn rollers, lubricators (chain), lubricators (trolley wheels), flat top wheels, controls, conveyor belts, and conveyor take-ups

S. CONVEYOR CHAIN - To include cast chain, combination chain, SBR chain, HSB chain, rivetless chain, flat top chain, piano hinge, block and bar, welded steel (mill and drag), apron conveyor chain, draw bench, steel and cast detachable, open barrel pintle and special conveying chain. Exclude all roller chain, drive chain, table top, round link and hollow pin chains.

X. TOTAL of items A through S is equal to X , which represents the total conveyor business in all categories for the month specified.

Q. "BREAKOUT" CATEGORIES: For special statistical evaluation, the following items will be broken out of their base categories. These items will be shown after the category total figures in the monthly Booked and Billed sales report:

1. BULK CONVEYOR IDLERS, booked and billed, to all classes of sales EXCEPT sales to other CEMA members and sales to your own company or divisions.
2. BULK CONVEYOR IDLERS, booked and billed to other CEMA members, including your own company divisions.
3. BULK CONVEYOR IDLERS, total booked and billed sales (Q1 + Q2).
4. BUCKET ELEVATORS to include that part of D-1 (Engineered Bulk Handling Equipment) which represents bucket elevators. This figure is a breakout from the total statistics already included in X.
5. CONVEYOR PULLEYS, booked and billed, to all classes of sales EXCEPT sales to other CEMA members, and sales to your own company or divisions.
6. CONVEYOR PULLEYS, booked and billed, to other CEMA members, including your own company or divisions.
7. CONVEYOR PULLEYS, total booked and billed sales (Q7 + Q8).
8. UNIT HANDLING COMPONENTS (sold as such), booked and billed sales to all classes of sales EXCEPT sales to other CEMA members and sales to your own company or divisions reporting in Categories E, F, G, H, or I.
9. UNIT HANDLING COMPONENTS (sold as such), booked and billed sales to other CEMA members, including your own company or divisions reporting in E, F, G, H, or I.
10. UNIT HANDLING COMPONENTS (sold as such), total booked and billed sales (Q10 + Q11).
11. AUTOMOTIVE UNIT (heavy duty), total booked sales only to all automotive, truck, and bus manufacturers (Q14)
12. AUTOMOTIVE TROLLEY (heavy duty), total booked sales only to all automotive, truck, and bus manufacturers (Q16)
13. CONVEYOR CHAIN, total booked and billed sales (Q18+Q19)

End