



<<Name>>
<<Organisation>>
<<Address 1>>
<<Address 2>>
<<Address 3>>
<<Address 4>>
<<Address 5>>

URN: <<URN>>

Dear <<Contact>>

Help us develop policies to grow Scotland's international trade

I am writing to kindly invite you to participate in the Scottish Government's 2019 Scottish Global Connections Survey (GCS). The GCS is the only official trade survey of Scottish businesses, and it helps us to measure key indicators on the state of Scotland's trade and it informs policy decisions to grow our international trade.

We appreciate 2020 was incredibly challenging for businesses due to the impact of the Coronavirus pandemic and the measures put in place to limit the spread of the virus. Many businesses would have also been working hard to prepare for the end of the EU Exit transition period. In recognising these challenges and pressures faced by businesses, we made the decision to delay the 2019 survey from last summer.

However it's important that we now collect this data to help us understand trading patterns of Scottish businesses in 2019. The data will also provide us an important baseline for understanding the impacts of the Coronavirus on trade patterns and data for future trade policy analysis. Ultimately, this data allows us to identify opportunities to develop policies that help more Scottish businesses to export more goods and services to more markets.

You can access the survey by typing the following address (including the 'https' part) into your web browser: <https://procxed.scotxed.net/GC>

You will be asked to enter your username and password which are below.

Username: <<Username>>

Password: <<Password>>

After logging into the system, you should hit the edit button to start completing your survey. Once completed you should use the 'save and submit' option to send the completed return.

Your response is appreciated by **Friday 19th March 2021**. If you require an extension to this deadline please contact us. If you have any issues accessing the survey, need the survey in a different format, or require help to complete it, please refer to the further information below or contact the Trade Statistics team by emailing exports.statistics@gov.scot. Alternatively you can contact them on 0300 244 0330.

Yours faithfully,

GARY GILLESPIE, Chief Economist

The Global Connections Survey - Further Information

Completing the survey

The best person to complete this survey is likely to be the Finance Director or Financial Controller at your organisation; if this is not you, please pass this on to the most appropriate individual. Guidance notes and further information is available here: <https://www.gov.scot/publications/global-connections-survey-2019/>

Other ways to complete the survey

To complete the survey using this online system please go to the following website:

<https://procxed.scotxed.net/GC>

It's important you type the full address exactly as it appears above.

You do not need to complete the survey in one go as you can save what you have entered using the 'save' option and go back using the log-in details above. Once you have provided all the information that you are able to, you should use the 'save and submit' option to send your completed return to us.

We also offer the option of completing this survey by PDF or Excel which can then be emailed to exports.statistics@gov.scot. Further information on this is available on the website below:

<https://www.gov.scot/publications/global-connections-survey-2019/>

Uses for this information

The analysis from the information you provided last year is included in the National Statistics publication, Export Statistics Scotland¹ and is also used to monitor the National Indicator on 'International Exporting'². This data also supported the Scottish Government's export growth plan, A Trading Nation³. Continuing to collect this survey data will allow us to update the analysis, monitor the actions from this and continue to inform Scotland's international trade policy. The survey data is also one of the key sources for Scotland's export data which can be explored using our Export Performance Monitor⁴.

All the information you provide will be kept strictly confidential by the Scottish Government and the partner organisations with whom we may share your responses (Scottish Development International, Scottish Enterprise, Highlands and Islands Enterprise and the Office for National Statistics). Specific company details and any data where it may be possible to identify an individual company will not be published.

Contact details

For further queries, email exports.statistics@gov.scot and we will get back to you as soon as possible. As the majority of Scottish Government staff continue to work from home in line with current guidance, this is the best way to contact us. However if you wish to call please do so on 0300 244 0330. If no one is available, you will have the option to leave a message and someone will get back to you as soon as possible.

1 <https://www.gov.scot/publications/export-stats-scotland-2018/>

2 <https://nationalperformance.gov.scot/measuring-progress/national-indicator-performance>

3 <https://www.gov.scot/publications/scotland-a-trading-nation/>

4 <https://scotland.shinyapps.io/sg-exports-performance-monitor/>