

ESS Peer Reviews Light Self-Assessment Questionnaire on the implementation of the European Statistics Code of Practice

Identification

0a. Please indicate to which Institution the replies to this questionnaire belong? -open reply-(compulsory)

Executive Agency "dritime administration"

0b. Please indicate your country. -single choice
reply-(compulsory) Bulgaria

Institutional Environment

Principle 1 - Professional Independence

Professional independence of statistical authorities from other policy, regulatory or administrative departments and bodies, as well as from private sector operators, ensures the credibility of European Statistics.

Indicator 1.1: The independence of the National Statistical Institutes and Eurostat from political and other external interference in developing, producing and disseminating statistics is specified in law and assured for other statistical authorities.

Indicator 1.2: The heads of the National Statistical Institutes and of Eurostat and, where appropriate, the heads of other statistical authorities have sufficiently high hierarchical standing to ensure senior level access to policy authorities and administrative public bodies. They are of the highest professional caliber.

Indicator 1.3: The heads of the National Statistical Institutes and, where appropriate, the heads of other statistical authorities have responsibility for ensuring that statistics are developed, produced and disseminated in an independent manner.

Indicator 1.4: The heads of the National Statistical Institutes and, where appropriate, the heads of other statistical authorities have the sole responsibility for deciding on statistical methods, standards and procedures, and on the content and timing of statistical releases.

Indicator 1.5: The statistical work programmes are published and periodic reports describe progress made.

Indicator 1.6: Statistical releases are clearly distinguished and issued separately from political/policy statements.

Indicator 1.7: The National Statistical Institute and, where appropriate, other statistical authorities, comment publicly on statistical issues, including criticisms and misuses of statistics as far as considered suitable.

Indicator 1.8: The appointment of the heads of the National Statistical Institutes and, where appropriate, of other statistical authorities, is based on professional competence only. The reasons on the basis of which the incumbency can be terminated are specified in the legal framework. These cannot include reasons compromising professional or scientific independence.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- the head of the statistical department:
 - The head of the statistical entity (i.e. department, unit, structure, office,...) has the sole responsibility for deciding on statistical methods, standards and procedures, and on the content and timing of statistical releases
 - Nomination and dismissal procedure, and duration of his/her mandate
 - Description of his/her responsibilities, indicating to which extend he/she can ensure that statistics are developed, produced and disseminated in an independent manner
 - Nature of reporting arrangements to, or the oversight by, the head of the NSI

- Administrative level
- the statistical releases
 - are they regularly used?
 - are they clearly distinguished and issued separately from political/policy statements?

-open reply-(compulsory)

The collection, processing and preserving of statistical information on maritime transport is performed by an employee in the "Ports" Department with "Inspections Activities" Directorate of the Executive Agency "Maritime administration". He has the full opportunity to prepare opinions when deciding on statistical methods, standards and procedures, and on the content and timing of the release of statistical data. This option is implemented within the general administrative rules in the agency. His position is of the "Senior Expert" and he is a civil servant by means of an order under the Civil Servants Act and the procedures for appointment and dismissal are regulated under this act. The statistical surveys in maritime transport are part of the National Statistical Program. The annual statistical data in the field of maritime transport are published on the website of EAMA - <http://www.marad.bg>.

Principle 2 - Mandate for Data Collection

Statistical authorities have a clear legal mandate to collect information for European statistical purposes. Administrations, enterprises and households, and the public at large may be compelled by law to allow access to or deliver data for European statistical purposes at the request of statistical authorities.

Indicator 2.1: The mandate of the statistical authorities to collect information for the development, production and dissemination of European Statistics is specified in law.

Indicator 2.2: The statistical authorities are allowed by law to use administrative data for statistical purposes.

Indicator 2.3: On the basis of a legal act, the statistical authorities may compel response to statistical surveys.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular:

- of the legal basis or agreement for collecting/compiling data and for producing European Statistics and
- whether it is publicly available

-open reply-(compulsory)

The provision of statistical information in the field of maritime transport is regulated in Art. 94, of the Law on the maritime spaces, inland waterways and ports of the Republic of Bulgaria. Specific respondents, statistical forms, frequency of providing information and the basic definitions are set out in Ordinance 919 from 2000 on the collection of statistical information on the port operators and owners of the port in the Republic of Bulgaria, approved by the Minister of Transport. They all conform to Directive 2009/42/EC and Regulation EC 1365/2006 of the Parliament and the Council. All mentioned regulations are available to the public on the website of the administration.

Principle 3 - Adequacy of Resources

The resources available to statistical authorities are sufficient to meet European Statistics requirements.

Indicator 3.1: Staff, financial, and computing resources, adequate both in magnitude and in quality, are available to meet current statistical needs.

Indicator 3.2: The scope, detail and cost of statistics are commensurate with needs.

Indicator 3.3: Procedures exist to assess and justify demands for new statistics against their cost.

Indicator 3.4: Procedures exist to assess the continuing need for all statistics, to see if any can be discontinued or curtailed to free up resources.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- whether the staff, financial and computing resources are adequate in magnitude and in quality to meet the

statistical needs

- whether there are procedures to follow when there are statistical activities which can be discontinued or curtailed in order to free up resources

-open reply-(compulsory)

Human, financial and computer hardware resources in respondents ensure the implementation of their statutory obligations in terms of the statistical process. We believe that there are no statistical activities in maritime transport statistics, which may be suspended or removed in the future.

Principle 4 - Commitment to Quality

Statistical authorities are committed to quality. They systematically and regularly identify strengths and weaknesses to continuously improve process and product quality.

Indicator 4.1: Quality policy is defined and made available to the public. An organizational structure and tools are in place to deal with quality management.

Indicator 4.2: Procedures are in place to plan and monitor the quality of the statistical production process.

Indicator 4.3: Product quality is regularly monitored, assessed with regard to possible trade-offs, and reported according to the quality criteria for European Statistics.

Indicator 4.4: There is a regular and thorough review of the key statistical outputs using also external experts where appropriate.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- your Quality Commitment
- the procedures to assure the quality of the statistical processes and outputs
- the methods of monitoring the quality with respect to the quality criteria for European Statistics

-open reply-(compulsory)

Valuing the importance of the quality of the statistical information collected from respondents and provided to NSI and EUROSTAT, EAMA continuously monitor the quality of the process of collecting, processing and sending of statistical information to NSI and Eurostat. The control is done primarily by internal audit is carried out annually and external audit, performed well for a year. EAMA has a Quality Management System certified under the ISO 9001:2008 standard, which includes procedures for the statistical process. There are also operating quality management systems in all main respondents – ports and ports operators for maritime transport, which include the procedures for preparing and processing the primary information documents and their software processing in the extraction of statistical information. The quality monitoring methods according to the quality criteria of European Statistics are those used by EUROSTAT. Annual quality reviews produced by EUROSTAT show a good level of statistics provided by Bulgaria.

Principle 5 - Statistical Confidentiality

The privacy of data providers (households, enterprises, administrations and other respondents), the confidentiality of the information they provide and its use only for statistical purposes are absolutely guaranteed.

Indicator 5.1: Statistical confidentiality is guaranteed in law.

Indicator 5.2: Staff sign legal confidentiality commitments on appointment.

Indicator 5.3: Penalties are prescribed for any willful breaches of statistical confidentiality.

Indicator 5.4: Guidelines and instructions are provided to staff on the protection of statistical confidentiality in the production and dissemination processes. The confidentiality policy is made known to the public.

Indicator 5.5: Physical, technological and organisational provisions are in place to protect the security and integrity of statistical databases

Indicator 5.6: Strict protocols apply to external users accessing statistical microdata for research purposes.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- the legal basis that requires to fully respect Statistical confidentiality
- the protocols applied
- the guidelines and instructions provided to the staff and the confidentiality commitments signed by the staff
- the physical, technological and organizational provisions to protect security and integrity of databases

-open reply-(compulsory)

Activities on the protection of statistical confidentiality in the field of maritime and river activity is consistent with the general requirements stipulated in the Statistics Act. The content of the signed privacy policies complies with these requirements. Physical, technological and organizational ordinances on protecting the security and integrity of the databases are consistent with the available technical capabilities and are within the overall information protection of data and communications. Respondents submit their reports either on paper or on an external medium. EAMA provides NSI with the statistical forms using an external medium only.

Principle 6 - Impartiality and Objectivity

Statistical authorities develop, produce and disseminate European Statistics respecting scientific independence and in an objective, professional and transparent manner in which all users are treated equitably.

Indicator 6.1: Statistics are compiled on an objective basis determined by statistical considerations

Indicator 6.2: Choices of sources and statistical methods as well as decisions about the dissemination of statistics are informed by statistical considerations.

Indicator 6.3: Errors discovered in published statistics are corrected at the earliest possible date and publicised.

Indicator 6.4: Information on the methods and procedures used is publicly available.

Indicator 6.5: Statistical release dates and times are pre-announced

Indicator 6.6: Advance notice is given on major revisions or changes in methodologies

Indicator 6.7: All users have equal access to statistical releases at the same time. Any privileged pre-release access to any outside user is limited, monitored and publicised. In the event that leaks occur, pre-release arrangements are revised so as to ensure impartiality.

Indicator 6.8: Statistical releases and statements made in press conferences are objective and non-partisan.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- the equal access to all users – both within the national statistical system and externally -- to statistical releases at the same time
- pre-announced statistical releases calendars
- any privilege access to users - both within the national statistical system and externally -- and whether it is limited, controlled and publicized.
- the error treatment policy and revision strategies

-open reply-(compulsory)

Statistical information on maritime transport, which contains only summary information about the respondents, is published on the website of the agency depending on the terms for the provision of data. Summary information on ports is published at the end of the month of June for the previous year. The manner of disclosure provides a uniform access to all users at the same time. Due to the limitations of statistical confidentiality and the structure of the ports market, no excerpts are published from the statistical information collected under the requirements of Ordinance 919. No privileged access is available in terms of the type of statistical information or in terms of users.

Strengths and weaknesses:

Please state below the main areas of strength with regard to the **institutional environment** of your organisation. -open reply-(compulsory)

In the field of maritime transport, respondents are obliged to report their activities only to the EAMA and they have no obligations to report to the National Statistics Institute. This allows better opportunities for methodological guidance on behalf of EAMA, while reducing the administrative burden on respondents.

Please state below the main areas of weakness with regard to the **institutional environment** of your organisation. -open reply-(compulsory)

none

Good practices

Please state below the good practices with regard to the **institutional environment** that you can enumerate within your organization.

-open reply-(compulsory)

A good practice is the stable staff composition of responsible officials in key respondents and maintaining constant contact with them by EAMA.

Follow up:

On the basis of the above mentioned weaknesses please list below actions you would like to take which are suited to improve the situation concerning the **institutional environment** of your organisation.

Actions and time frame -open reply-(compulsory)

Due to the fact that there was general cuts in staffs and budget throughout the state administration, it is hard for us to commit to specific actions to improve the situation.

Statistical Processes

Principle 7 - Sound methodology

Sound methodology underpins quality statistics. This requires adequate tools, procedures and expertise.

Indicator 7.1: The overall methodological framework of the statistical authority follows European and other international standards, guidelines, and good practices.

Indicator 7.2: Procedures are in place to ensure that standard concepts, definitions and classifications are consistently applied throughout the statistical authority.

Indicator 7.3: The business register and the frame for population surveys are regularly evaluated and adjusted if necessary in order to ensure high quality.

Indicator 7.4: Detailed concordance exists between national classifications systems and the corresponding European systems.

Indicator 7.5: Graduates in the relevant academic disciplines are recruited.

Indicator 7.6: Statistical authorities implement a policy of continuous vocational training for their staff

Indicator 7.7: Co-operation with the scientific community is organized to improve methodology, the effectiveness of the methods implemented and to promote better tools, when feasible.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- the application of standard concepts, definitions and classifications and whether they are in concordance with the corresponding European standards (also related to principle 14)the cooperation with the scientific community
- the recruitment policy in order to guarantee that experts of relevant academic disciplines are hired

-open reply-(compulsory)

The specifics of the content of maritime statistics and the organizational aspects of the activity within EAMA require more experience in maritime transport and administrative routine than education in the field of statistics.

Principle 8 - Appropriate statistical procedures

Appropriate statistical procedures, implemented from data collection to data validation, must underpin quality statistics.

Indicator 8.1: When European Statistics are based on administrative data, the definitions and concepts used for the administrative purpose are a good approximation to those required for statistical purposes.

Indicator 8.2: In case of statistical surveys, questionnaires are systematically tested prior to the data collection.

Indicator 8.3: Survey designs, sample selections, and estimation methods are well based and regularly reviewed and revised as required.

Indicator 8.4: Data collection, data entry, and coding are routinely monitored and revised as required

Indicator 8.5: Appropriate editing and imputation methods are used and regularly reviewed, revised or updated as required.

Indicator 8.6: Revisions follow standard, well-established and transparent procedures

Indicator 8.7: Statistical authorities are involved in the design of administrative data in order to make administrative data more suitable for statistical purposes.

Indicator 8.8: Agreements are made with owners of administrative data which set out their shared commitment to the use of these data for statistical purposes.

Indicator 8.9: Statistical authorities co-operate with owners of administrative data in assuring data quality.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

In case of statistics based on **survey data**:

- what methods are used for the following issues, if applicable, and how they are revised and updated
 - Data collection
 - Survey design
 - Samples selection
 - Secondary data use
 - Data entry
 - Data coding
 - Questionnaire testing
 - Data processing
 - Editing
 - Imputation
 - Estimation

In case of statistics based on **administrative data**:

- the involvement of the statistical department in the design of administrative data in order to make administrative data more suitable for statistical purposes; to which extent the definitions and concepts used for administrative purposes are a good approximation of those required for statistical purposes and how this is shared/organised with the NSI

-open reply-(compulsory)

Statistical forms, respectively: the type of statistical data, the frequency of submission of the information and the basic definitions are set

out in Ordinance 919 from 2000 on the collection of statistical information on the port operators and owners of the port in the Republic of Bulgaria, approved by the Minister of Transport. They all conform to Directive 2009/42/EU and Regulation EC 1365/2006 of the Commission. The specifics of the respondents' activities and the requirements of the regulations does not imply the use of certain specialized surveys and administrative data.

Principle 9 - Non excessive burden on respondents

The reporting burden is proportionate to the needs of the users and is not excessive for respondents. The statistical authorities monitor the response burden and sets targets for its reduction over time.

Indicator 9.1: The range and detail of European Statistics demands is limited to what is absolutely necessary

Indicator 9.2: The reporting burden is spread as widely as possible over survey populations.

Indicator 9.3: The information sought from businesses is, as far as possible, readily available from their accounts and electronic means are used where possible to facilitate its return.

Indicator 9.4: Administrative sources are used whenever possible to avoid duplicating requests for information.

Indicator 9.5: Data sharing within statistical authorities is generalised in order to avoid multiplication of surveys.

Indicator 9.6: Statistical authorities promote measures that enable the linking of data sources in order to reduce reporting burden.

Taking into account the Indicators of this Principle, please give details of the activities, methods and tools put in place to comply with this principle.

In particular if you depend from outside respondents for providing you with raw data elaborate on:

- the use of data already available from other sources to avoid duplicating request for information
- (when information is sought from business) whether the information is readily available from their accounts and whether electronics means are used
- the data sharing with other authorities to avoid multiplication of surveys

-open reply-(**compulsory**)

As mentioned, in the field of maritime transports, respondents are obliged to report their port service only to EAMA and they have no obligation to report to the National Statistical Institute. There are no other sources of such information. There is no duplication of observations either. The required statistical information is available in specific maritime transport information documents, the processing of which is performed by application software within integrated information systems. Statistical reporting forms are specialized extracts from these systems. Therefore, we believe that the load on respondents complies with the requirements of statistical activities and does not create any unnecessary loads.

Principle 10 - Cost Effectiveness

Resources are used effectively.

Indicator 10.1: Internal and independent external measures monitor the statistical authority's use of resources.

Indicator 10.2: The productivity potential of information and communications technology is being optimised for data collection, processing and dissemination.

Indicator 10.3: Proactive efforts are being made to improve the statistical potential of administrative data and to limit recourse to direct surveys

Indicator 10.4: Statistical authorities promote and implement standardized solutions that increase effectiveness and efficiency.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- the use of information and communications technologies
- the use of data already available to limit the recourse to direct surveys

- the monitoring and reporting of resources used for statistical operations

-open reply-(compulsory)

Processing of primary information documents specific to the maritime transport is performed by application software within unified information systems. Statistical reporting forms are specialized extracts from these systems.

Strengths and weaknesses:

Please state below the main areas of strength with regard to the **statistical processes** of your organisation.

-open reply-(compulsory)

Established practice, clear functions and relationships with respondents and with NSI.

Please state below the main areas of weakness with regard to the **statistical processes** of your organisation.

-open reply-(compulsory)

Insufficient use of the capabilities of modern information and communication technologies in the provision of statistical reporting forms by respondents to EAMA and by EAMA to the NSI.

Good Practices

Please state below the good practices with regard to the **statistical processes** that you can enumerate within your organization. -open reply-(compulsory)

Permanent methodological supervision of the respondents by the statistics authority.

Follow up:

On the basis of the above mentioned weaknesses please list below actions you would like to take which are suited to improve the situation concerning the **statistical processes** of your organisation.

Actions and time frame -open reply-(compulsory)

The effective use of modern information and communication technologies in the provision of statistical reporting forms by respondents to EAMA and by the EAMA to NSI requires the development of a specialized secure information portal. In preparing the budget of EAMA for 2015, a proposition will be made to plan the resources for this purpose, but the decision depends on the principal, represented by the Ministry of Transport and Communications.

Statistical Output

Principle 11 - Relevance

European Statistics meet the needs of users.

Indicator 11.1: Processes are in place to consult users, monitor the relevance and utility of existing statistics in meeting their needs, and consider their emerging needs and priorities.

Indicator 11.2: Priority needs are being met and reflected in the work programme.

Indicator 11.3: User satisfaction is monitored on a regular basis and is systematically followed up.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- how users are consulted and their degree of satisfaction is monitored
- how priorities and emerging needs are set

-open reply-(compulsory)

EAMA as a statistics authority has no consistent practice to advise its users. Consultations are carried out in case of any interest of a

specific user mainly verbally or by email. EAMA does not participate in the formation of priorities or in the analysis of the needs of potential users.

Principle 12 - Accuracy and Reliability

European Statistics accurately and reliably portray reality.

Indicator 12.1: Source data, intermediate results and statistical outputs are assessed and validated

Indicator 12.2: Sampling errors and non-sampling errors are measured and systematically documented according to the European standards.

Indicator 12.3: Revisions are regularly analysed in order to improve statistical processes.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- how source data, intermediate results and statistical outputs are validated
- (if applicable) the calculation of sampling and non-sampling errors
- (if applicable) the provision of quantitative information about the accuracy of estimates compiled from administrative sources
- (if applicable) information about the completeness of administrative registers, and any duplication
- the revision policy and its procedures

-open reply-(compulsory)

In the field of maritime transport, respondents report their activities by submitting ready statistical forms regulated in Ordinance 919 from 2000. Data is not processed any further; there are no intermediate results. No administrative sources are used when generating the data. The check for any errors is performed by the software when preparing to send the report forms to EUROSTAT. The product ADAMIS checks the forms for any errors in the codes used, as well as when comparing of comparable data (e.g. passengers transported and passenger seats available). The errors detected are remediated in operating order, with the position of the statistics authority – EAMA being decisive.

Principle 13 - Timeliness and Punctuality

European Statistics are released in a timely and punctual manner.

Indicator 13.1: Timeliness meets European and other international release standards.

Indicator 13.2: A standard daily time for the release of European Statistics is made public.

Indicator 13.3: The periodicity of statistics takes into account user requirements as much as possible.

Indicator 13.4: Divergence from the dissemination time schedule is publicized in advance, explained and a new release date set.

Indicator 13.5: Preliminary results of acceptable aggregate accuracy can be released when considered useful.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- The dissemination policy addressing the following issuesInteraction with users on statistical products and its frequency
 - Release dates (pre-announced calendar, deviations and justifications)
 - Revision policy
 - Dissemination of preliminary results

-open reply-(compulsory)

The data's relevance in terms of time is provided by the statutory deadlines. All ports provide the required monthly information by the fifteenth day of each subsequent month. This ensures updated information on time, in order to allow compliance with deadlines for submitting data to EUROSTAT. As mentioned, summary information on ports is published at the end of the month of July for the previous year. Due to the limitations of statistical confidentiality and the structure of the maritime market, no excerpts are published from the statistical information collected under the requirements of Ordinance 919. These terms are announced officially in the National Statistical Program. There is no practice for EAMA to prepare preliminary results and revisions. Interaction with users of statistical information is carried out in operating order on their own initiative.

Principle 14 - Coherence and Comparability

European Statistics are consistent internally, over time and comparable between regions and countries; it is possible to combine and make joint use of related data from different sources.

Indicator 14.1: Statistics are internally coherent and consistent (i.e. arithmetic and accounting identities observed).

Indicator 14.2: Statistics are comparable over a reasonable period of time.

Indicator 14.3: Statistics are compiled on the basis of common standards with respect to scope, definitions, units and classifications in the different surveys and sources.

Indicator 14.4: Statistics from different sources and of different periodicity are compared and reconciled.

Indicator 14.5: Cross-national comparability of the data is ensured within the European Statistical System through periodical exchanges between the European Statistical System and other statistical systems. Methodological studies are carried out in close co-operation between the Member States and Eurostat.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular:

- dissemination of comparable series over a reasonable period of time
- (if applicable) on whether statistics from different sources and of different periodicity are compared and reconciled

-open reply-(**compulsory**)

Statistical reporting forms in maritime transport that are submitted by the respondents fully comply with Directive 2009/42 and Regulation 1365/2006. The definitions are in accordance with the approved methodology of EUROSTAT. No other sources or forms with different periodicity are used and therefore their comparing and aligning is not needed.

Principle 15 - Accessibility and Clarity

European Statistics are presented in a clear and understandable form, released in a suitable and convenient manner, available and accessible on an impartial basis with supporting metadata and guidance.

Indicator 15.1: Statistics and the corresponding metadata are presented, and archived, in a form that facilitates proper interpretation and meaningful comparisons.

Indicator 15.2: Dissemination services use modern information and communication technology and, if appropriate, traditional hard copy.

Indicator 15.3: Custom-designed analyses are provided when feasible and the public is informed.

Indicator 15.4: Access to microdata is allowed for research purposes and is subject to specific rules or protocols.

Indicator 15.5: Metadata are documented according to standardized metadata systems.

Indicator 15.6: Users are kept informed about the methodology of statistical processes including the use of administrative data.

Indicator 15.7: Users are kept informed about the quality of statistical outputs with respect to the quality criteria for European Statistics.

Taking into account the Indicators of this Principle, please give details of the activities and procedures put in place to comply with this principle. In particular of:

- how data and metadata are disseminated
- how users are kept informed about the methodology of the statistical processes and the quality of their outputs
- the type of dissemination service available to users
- custom designed analysis and products for satisfying user request
- accessibility of micro data

-open reply-(**compulsory**)

As mentioned, summary information on ports is published at the end of the month of Juny for the previous year. The manner of disclosure provides a uniform access to all users at the same time. Due to the limitations of statistical confidentiality and the structure of the maritime market, no excerpts are published from the statistical information collected under the requirements of Ordinance 919. This data is available at all times for the needs of government and for the regulation of the maritime market.

Strengths and weaknesses:

Please state below the main areas of strength with regard to the **statistical output** of your organisation.

-open reply-(**compulsory**)

A strength of the statistical process is the fact that the respondents themselves prepare the final statistical reporting forms. They are prepared as excerpts from existing information systems used by respondents for management purposes. This is one factor that contributes to the accuracy of the data.

Please state below the main areas of weakness with regard to the **statistical output** of your organisation.

-open reply-(**compulsory**)

The lack of any practice to prepare current and up to date reports on the state of the market and its dynamics.

Good Practices

Please state below the good practices with regard to the **statistical output** that you can enumerate within your organization.

-open reply-(**compulsory**)

The preparation and submission of statistical reporting forms is regulated and is carried out within the statutory rules and procedures.

Follow up:

On the basis of the above mentioned weaknesses please list below actions you would like to take which are suited to improve the situation concerning the **statistical output** of your organisation.

Actions and time frame -open reply-(**compulsory**)

Due to staffing limitations, we cannot make a commitment to prepare current reports on the state of the market and its dynamics, or to make an educated guess when that might happen in the future.