<table>
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Accommodation Establishments Survey (tour_occ)

Reference Metadata in Euro SDMX Metadata Structure
(ESMS)
Compiling agency: INSTAT
Time Dimension: 2019-A0
Data Provider: STS
Data Flow: TOUR_ESMSSP_A

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Reference Metadata

1. Contact	
1.1. Contact organisation	INSTAT, Institute of Statistics
1.2. Contact organisation unit	Short Term Statistics Unit, Directory of Economic Statistics
1.3. Contact name	Ervisa Bushati
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2. Metadata update	
2.1. Metadata last certified	19.11.2020
2.2. Metadata last posted	
2.3. Metadata last update	19.11.2020
3. Statistical presentation	
3.1. Data description	The purpose of the survey on accommodation establishments and other similar to them is to monitor tourist activities; to collect important indicators on tourism from the supply side; capture trends on resident nights and visitors, rooms, etc; to calculate statistical indicators on the Albanian tourism accommodation offer in monthly periods that are important to determine the tourism sector's capacity development trend. The data is collected monthly through the questionnaire "Accommodation Establishments Survey". The variables collected by the survey are the following: - Number of residents; - Number of non-residents; - Nights spent by residents; - Nights spent by non-residents; - Number of room nights sold to non- residents; - Number of room nights sold to Albanian residents; - Number of bedrooms; - Number of bed-places; - Number of days the establishment was closed during the month under review. - The number of days that the accommodation establishment was closed

	during the reference month.
	The collection of these variables and the calculation of capacity and occupancy levels satisfy the requirements of Annex I "Supply side- Accommodation Statistics" of European Union (EU) [Regulation no. 692/2011.](#)
3.2. Classification system	[Nace Rev.2](#) Tourism accommodation establishments are classified and described in groups according to NACE Rev. 2 classification as follow: *55.10 Hotels and similar accommodation.* This class includes accommodation provided by: hotels, resort hotels, suite/apartment hotels and motels. *55.20 Holiday and other short-stay accommodation.* This class includes accommodation provided by: children and other holiday homes, visitor flats and bungalows, cottages and cabins without housekeeping services, youth hostels and mountain refuges. *55.30 Camping grounds, recreational vehicle parks and trailer parks.* This class includes: provision of accommodation in campgrounds, trailer parks, recreational camps and fishing and hunting camps for short stay visitors, provision of space and facilities for recreational vehicles. [NUTS II](#) Statistical regions at level 1, 2 and 3 are defined according to the NUTS II territorial division, which is a unified classification and is used as a basis for the collection and processing of European Regional Statistics. The information below includes which prefectures are in the North, Center and South region. 1. **Northern Region**: Dibër; Durrës; Kukës; Lezhë; Shkodër 2. **Centre Region**: Elbasan; Tiranë 3. **South Region**: Berat; Fier; Gjirokastër; Korçë; Vlorë Coastal areas Coastal areas are Local Administrative Units (LAUs) that are on or near a coastline. Coastal areas are classified according to the following two categories: • **Coastal areas:** LAUs bordering the coastline or LAUs having at least 50% of their surface at a distance of 10 km from the coastline; • **Non-coastal areas:** LAUs that are not "coastal areas"; which means LAUs that are not bordered by the coastline and have less than 50% of their surface at a distance of 10 km from the coastline. Additional Comments: The DEGURBA classification does not apply.

3.3. Sector coverage	3.3.1 Capacity	Census among units with 10 or more employees; A sample was taken from the remaining establishments, using stratification by size of enterprise and NACE. According to Regulation 692/2011, NACE 55.1, 55.2 and 55.3 are covered.
	3.3.2 Occupancy	Census among units with 10 or more employees;

		A sample was taken from the remaining establishments, using stratification by size of enterprise and NACE. According to Regulation 692/2011, NACE 55.1, 55.2 and 55.3 are covered.
	3.3.3 Additional comments (if deviations from the Regulation)	

3.4. Statistical concepts and definitons	Statistical concepts and definitons are based on Regulation 692/2011 and [Methodological Manual for Tourism Statistics](#). **Definitions:** Accommodation establishments in accommodation statistics includes all tourist accommodation establishments providing, as a paid service (although the price might be partially or fully subsidized), short-term or short-stay accommodation services. **Bedroom:** a bedroom in an accommodation establishment or dwelling is the unit formed by one room or groups of rooms which are rented by tourists as a whole (and constituting an indivisible rental). **Bed place:** the number of bed places in a tourist accommodation establishment is determined by the number of persons who can stay overnight in the beds set up in the establishment, ignoring any extra beds that may be set up upon customer request. The term bed place applies to a single bed; a double bed is counted as two bed places. **An arrival** is defined as a person who stays at least one night in the hotel, children included. **Resident:** is considered a person who has resided in Albania for more than 12 consecutive months. **Non-Resident:** is considered a person who has not resided in Albania for more than 12 consecutive months. **A night spent** (or overnight stay) is each night a guest / tourist (resident or non-resident) actually spends (sleeps or stays) in a tourist accommodation establishment or non-rented accommodation. **The net occupancy rate of bed places** $= \dfrac{\text{Number of nights spent}}{\text{Number of available bed places}} * 100$, measures the percentage of occupied bed places for "Hotels and similar accommodation". **The net occupancy rate of bedrooms** $= \dfrac{\text{Number of occupied bedrooms}}{\text{Number of available bedrooms}} * 100$, measures the percentage of occupied bedrooms for "Hotels and similar accommodation".
3.5. Statistical unit	Local units with economic sectors: NACE Rev.2 55.1; 55.2; 55.3 whenever this information is available at *local unit level*; and The statistical coverage is in line with the Regulation no. 692/2011.
3.6. Statistical population	All local unit (accommodation establishments) offering short-stay accommodation as a paid service (although the price might be partially or fully subsidized) to tourists as defined in NACE Rev.2 55.1, 55.2 and 55.3.

3.7. Reference area	Accommodation statistics cover all the territory of Albania.	
3.8. Time coverage	• Hotels and similar accommodation (NACE 55.1) (Year)	2018
	• Holiday and other short-stay accommodation (NACE 55.2) (Year)	2018
	• Camping grounds, etc. (NACE 55.3) (Year)	2018
	• Additional comments (e.g. if different for CAP or OCC; older series for some vars; incoherence across regions; etc.)	
3.9. Base period	Not applicable	

4. Unit of measure	Capacity: Absolute values. Occupancy: Absolute values and percentages.	

5. Reference period	5.1 Capacity	2019
	5.2 Occupancy	Annual = 2019 Monthly = August 2019

6. Institutional mandate

6.1. Legal acts and other agreements	6.1.1 European level	Regulation 692/2011 Regulation 1051/2011
	6.1.2 National level	Law No.17 / 2018 "On Official Statistics" National Statistical Program Official, 2017-2021
6.2. Data sharing	The time series of monthly data from January 2018 - June 2020 for the main indicators was sent to EUROSTAT in September 2020..	

7. Confidentiality

7.1. Confidentiality - policy	The data collected are considered as strictly confidential and used only for statistical purposes and scientific research in accordance with the national Statistical Law No.17/2018 "On Official Statistics", date 10.03.2018 and the Law no. 9887, dated 10.03.2008 "Personal Data Protection", Article 31 of the Law on Official Statistics clearly define that all statistical information collected by INSTAT are confidential and may only be used or published in such summary tables that do not identify the information of the unit. The direct identification is called when a statistical unit is directly identified by the name, address or any officially recognized identification number. When data processing is performed in such a way as to enable the data subject to be identified, the data must be coded immediately so that the entities are no longer recognized.
7.2. Confidentiality - data treatment	Albanian Institute of Statistics protects and does not disseminate data it has obtained or it has access to, which enable the direct or indirect identification of the statistical units that have provided them by the disclosure of individual information directly received for statistical purposes or indirectly supplied from administrative or other sources. Albania Institute of Statistics takes all appropriate preventive measures so as to render impossible the identification of individual statistical units by technical or other means that might reasonably be used by a third party. Statistical data that could potentially enable the identification of the statistical unit are disseminated by Albania Institute of

	Statistics if and only if: a) these data have been treated, as it is specifically set out in the Regulation, in such a way that their dissemination does not prejudice statistical confidentiality or b) the statistical unit has given its consent, without any reservations, for the disclosure of data. The confidential data that are transmitted to Albania Institute of Statistics are used exclusively for statistical purposes and the only persons who have the right to have access to these data are the personnel engaged in this task. Issues referring to the observance of statistical confidentiality are examined by the staff working in Albania Institute of Statistics. The responsibilities of this staff are to recommend on: the level of detail at which statistical data can be disseminated, so as the identification, either directly or indirectly, of the surveyed statistical unit is not possible; the anonymization criteria for the microdata provided to users; the granting to researchers access to confidential data for scientific purposes.
8. Release policy	
8.1. Release calendar	Notifications about the dissemination of statistics are published in the release calendar, which is available on the website. The announcements and delays are per-announced in this calendar. In the case of delays, the date of the next publication and the explanation of the reasons for the delays are specified.
8.2. Release calendar access	Access to the release calendar is granted through the following link: Calendar
8.3. User access	In accordance with article 34 of Law No. 17/2018 "On Official Statistics", official statistics are disseminated so that all users have an immediate and equal right and all possible forms of media are used. INSTAT and statistical agencies, having in the program the responsibilities of dissemination, seek to meet every requirement of any organization or individual for unpublished data or specific analysis. The following dissemination channels are used to release the results of the Accommodation Establishments Survey: 1. Press Release; 2. Written requests (by mail or e-mail); 3. The data in tabular form; 4. Special publications (General printed publications, Statistical yearbook); 5. Data request via the form on the INSTAT website.
9. Frequency of dissemination	Accomodation Statistics 2019 data are disseminated on yearly basis.
10. Accessibility and clarity	
10.1. News release	The news release of 2019 yearly data on Accommodation Establishments Survey statistics are available on INSTAT website. The format of press release is defined by publication sector as well as the date of release. Press releases of Accommodation Establishments Survey are published online at INSTAT's website.
10.2. Publications	Accomodation Statistics Results are published in a dedicated publication and the Regional Statistical Yearbook.
10.3. On-line database	All the information is available in both Albanian and English language. The data

		on Accommodation Establishments Survey are not located in the statistical database, but detailed data can be found in Excel format where the main indicators are published. These tables can be found at the following link: Figures
10.4. Micro – data access		Data bases at micro level are not published due to confidentiality reasons. Aggregated data is the only type of data that is provided to external users. Even the micro data are not published they can be accessed based on the article 31, point 7 of the low No. 17/2018, dated 17.04.2018 "On official statistics".
10.5. Other		Users can submit specific requests for data from the survey through the INSTAT website: Data request
10.6. Documentation on methodology		A short explanation related to the definitions of the main concepts and methodological explanations are provided to users in the end of press releases and publications. Additional support information is given to internal users when needed or required.
10.7. Quality documentation		The short term statistics unit document all the work processes and procedures of Accommodation Establishments Survey for internal purposes.
11. Quality managment		
11.1. Quality assurance		INSTAT is committed to ensure the highest quality with respect to the compilation of statistical information. In accordance with the Statistics Law, INSTAT use statistical methods and processes in compliance with internationally recognized scientific principles and standards conduct ongoing analyses of the statistics with a view to quality improvements and ensure that statistics are as up to-date. In performing its tasks it follows the general principles of quality management from the European Statistics Code of Practice. INSTAT declares that it takes into account the following principles: impartiality, quality of processes and products, user orientation, employee orientation, effectiveness of statistical processes, reducing the workload for respondents.
11.2. Quality assessments	11.2.1 Main strengths	All the requirements of the Regulation are taken in to consideration, response rate is under control, data and metadata are easily accessible to users etc.
	11.2.2 Main weaknesses	One of the main quality limitations in these monthly surveys is related to the fact that INSTAT's sampling team had to rely on employment as a 'proxy' of capacity of the tourism accommodation establishments, instead of the number of bed places, which is not available in the Statistical Business Register. The fact that INSTAT does not possess complete information on capacity of all the establishments in the sampling frame, also does not allow it to exclude units which are optional to the Regulation. Considerable number of units which were selected in the initial sample turned out to be ineligible. We say ineligible because these units on the field resulted to exercise different activity other than the one of accommodation (out of scope units); were closed; it was impossible to find the unit from the address in the Statistical Business Register (no contact units). During data analysis, ineligible units are treated as follows:

		- no contact units are treated as refusals (imputed and weight compensated); - out of scope and closed units are excluded (deleted) both from the frame and from the sample frame; It turns out that this problem is present in small enterprises.
	11.2.3 Quality improvements compared with previous reference year	

12. Relevance

12.1. User needs	12.1.1 European level See: [Regulation 692/2011](#) 12.1.2 Main users on a national level Key users are national authorities, public institutions and agencies, the media, research and business entities, universities, students, international users (Eurostat, UNWTO, OECD). Representatives of the main users of statistical data are members of Statistical Council. The major role of the Council is to meet the needs of the widest range of users.
12.2. User satisfaction	The results of the User satisfaction survey for 2019 shows that the quality of overall data provided by INSTAT was rated 3.70 (74%) on a scale of 1 (very poor) to 5 (very good). For "Accommodation Establishments Survey" is not applicable.
12.3. Completeness	**12.3.1 Completeness**

	12.3.1.1 Completeness	Partially compliant with the requirements of Regulation on tourism statistics 692/2011 as well as recommendations laid down in the Methodological Manual for tourism statistics.
	12.3.1.2 If not complete, please specify why and list deviations from Reg.	- The methodology used for data collection is not fully in line with the regulation. - Number of employees is used as a proxy of accommodation establishments' capacity. - The sample is designed using number of employees for stratification, as size class as well as an auxiliary variable on sample allocation phase of the tourist accommodation establishments, instead of number of bedplaces as the relevant regulation requires. - Unavailability of a comparable DEGURBA classification - Due to unavailability of the information on capacity of these establishments, it has not been possible to eliminate small units with less than 20 bed-places (or 20 pitches) from the target population, which are optional to the Regulation.

	• There is a need for the development of the right statistical infrastructure for the production of these tourism statistics and also for the improvement of data quality. • The data is not delivered on time, because of INSTAT publication periodicity. To achieve full compliance timeliness, periodicity needs to be changed in the national compilation.

12.3.2 Thresholds used ("limitation of the scope")

12.3.2.1 Hotels and similar accommodation (NACE 55.1)	• Census among units with 10 or more employees; • A sample was taken from the remaining establishments, using stratification by size of enterprise and NACE.
12.3.2.2 Holiday and other short-stay accommodation (NACE 55.2)	• Census among units with 10 or more employees; • A sample was taken from the remaining establishments, using stratification by size of enterprise and NACE.
12.3.2.3 Camping grounds, etc. (NACE 55.3)	• Census among units with 10 or more employees; • A sample was taken from the remaining establishments, using stratification by size of enterprise and NACE.

13. Accuracy and reliability

13.1. Overall accuracy	Quality controls and validation of data are actions carried out throughout the process. It is a problem of the lack of one dedicated register for accommodation establishments which includes all the necessary variables to produce qualitative tourism statistics. When this register will be established, this will certainly contribute to a gradual reduction of under-coverage errors. The degree of under-coverage is unknown, because we do not know exactly how much is the actual number of all accommodation structures in Albania. Monthly surveys have helped to obtain very accurate information regarding under-coverage, and hence this problem exists only with the small units. All units that offer accommodation are not always registered in relevant activity in the Statistical Business Register (especially LU).
13.2. Sampling error	Not applicable.
13.3. Non - sampling error	Monthly non-response is estimated at around 14.85 % and missing information is imputed using appropriate mathematical methods which take on board longitudinal data. Item non-response rate for the main variable are: The total number of clients during the month of resident visitors is 12.29 %, The total number of overnight stays during the month by resident visitors is 12.29 %. Over-coverage is possible when a unit is registered in the activity under observation, but it actually performs some other activity, which is not the subject

of observation, or it is not active anymore. Over coverage rate for Accommodation Establishments Survey is 8.13 %.

14. Timeliness and punctuality

14.1. Timeliness	Results of Accommodation Establishments Survey are published on INSTAT website 210 days after the end of the reference period (T + 210 days). The reference period of these results of the Accommodation Establishments Survey is December 31st, 2019.

Reference period	12/31/2019
Date of publication	7/28/2020
Timeliness	210

14.2. Punctuality	The data of the Accommodation Establishments Survey are disseminated according to the publication calendar. The publication of Accommodation Establishments Survey has been punctuality in time to 100% of publications carried out over the years.

Reference period	12/31/2019
Date of announcement	7/28/2020
Date of publication	7/28/2020
Time lag	0

15. Coherence and comparability

15.1. Comparability - geographical	Data is fully comparable. See 3.7	
15.2. Comparability - over time	15.2.1 Hotels and similar accommodation (NACE 55.1)	See 3.8.1
	15.2.2 Holiday and other short-stay accommodation (NACE 55.2)	See 3.8.2
	15.2.3 Camping grounds, etc. (NACE 55.3)	See 3.8.3
15.3. Coherence - cross domain	There is no other source of similar data on capacity and occupancy of accommodation establishments with which comparisons or imputations can be made.	
15.4. Coherence - internal	Coherence between annual and monthly data: Full Coherence	

16. Cost and burden	The staff working for the Accommodation Establishments Survey are: • 1 specialist in the field of tourism (Short-Term Statistics Unit); • 1 methodology specialist (Methodology Unit) • 1 IT specialist (Computer Software Development Unit) • 1 specialist (Data Collection Planning and Management Unit) • 14 staff from the Regional Offices, • 20 enumerators staff, • 1 Controller / Operator (Data Collection Coordination Unit)

17. Data revision

17.1. Data revision - policy	17.1.1 Capacity	Revision policy of is done in accordance with general revision policy and errors treatment policy introduced by

		INSTAT in the links below: • [Revision Policy](#) • [Errors Treatment Policy](#)
	17.1.2 Occupancy	Revision policy of is done in accordance with general revision policy and errors treatment policy introduced by INSTAT in the links below: • [Revision Policy](#) • [Errors Treatment Policy](#)
17.2. Data revision - practise	17.2.1 Capacity	After the cut-off date of the period, the respective period will remain subject to revisions and may be revised subject to provision of more updated information from respondents, should to new methodological changes be introduced. Revision of the previous quarter is possible during each quarter and adjustments can be made at the end of each year for the four quarters. The latter would be considered so as to avoid break in series.
	17.2.2 Occupancy	After the cut-off date of the period, the respective period will remain subject to revisions and may be revised subject to provision of more updated information from respondents, should to new methodological changes be introduced. Revision of the previous quarter is possible during each quarter and adjustments can be made at the end of each year for the four quarters. The latter would be considered so as to avoid break in series.

18. Statistical processing

18.1.1 Source data	
18.1.1.1 Source data	Sample survey
18.1.1.2 Name of data collection in national language	Anketa e Strukturave Akomoduese
18.1.1.3 Name of data collection in English	Accommodation Establishments Survey
18.1.1.4 Additional comments, if any (e.g. differences per NACE class, use of statistical estimation techniques)	

18.1.2 Population frame

18.1.2.1 Population frame

18.1.2.1.1 Capacity	Statistical Business Register
18.1.2.1.2 Occupancy	Statistical Business Register

18.1.2.2 Update of population frame

18.1.2.2.1 Capacity	Monthly
18.1.2.2.2 Occupancy	Monthly

18.1.2.3 Other or additional comments

(Leftmost column label: 18.1. Source data)

	18.1.2.4 Coverage errors of population frame	
	18.1.2.4.1 Capacity	Not Applicable
	18.1.2.4.2 Occupancy	Not Applicable
	18.1.3 Sampling design	
	Census among units with 10 or more employees; A sample is taken from the remaining establishments, using stratification by size of enterprise and NACE.	
	18.1.4 Other or additional comments on source data, population frame or sampling design (e.g. differences per NACE class)	
18.2. Frequency of data collection	Data are compiled on an annual basis (but collected via the monthly surveys).	
18.3. Data collection	**18.3.1 Type of survey**	
	18.3.1.1 Capacity	Business survey collected by the INSTAT
	18.3.1.2 Occupancy	Business survey collected by the INSTAT
	18.3.1.3 If other type or non-NSI, or additional comments (e.g. differences per NACE class), please specify	
	18.3.2 Data collection methods	
	18.3.2.1 Capacity	Paper Assisted Personal Interview
	18.3.2.2 Occupancy	Paper Assisted Personal Interview
	18.3.2.3 If other or additional comments (e.g. differences per NACE class), please specify	
	18.3.2.4 If a combination of data collection methods is used, please indicate the share of reporting establishments per method (as well as their share in total nights spent)	
	18.3.2.5 Questionnaire in national language (Annex/Link)	
	18.3.2.6 Questionnaire in English (Annex/Link)	
	18.3.2.7 Interviewer instructions in English (Annex/Link)	
18.4. Data validation	18.4.1 Capacity	For enterprises that complete the monthly questionnaire, there are a number of cross-validation pre-checks in order to limit data entry errors in the program. If any error is found, INSTAT first contacts the enumerator, the regional office, and finally the respondent and the error is edited. Once the data is entered to the central database, a considerable number of estimates, cross-sectional and longitudinal checks are applied and for each possible edit a note is placed in the dedicated "Notes" section. If again after this phase errors or inconsistencies are found in the individual data of the enterprises, the contact process resumes first with the respondent, the regional office, and finally with the respondent, the error is edited and again for

		each possible edit a note is placed in dedicated to "Notes".
	18.4.2 Occupancy	For enterprises that complete the monthly questionnaire, there are a number of cross-validation pre-checks in order to limit data entry errors in the program. If any error is found, INSTAT first contacts the enumerator, the regional office, and finally the respondent and the error is edited. Once the data is entered to the central database, a considerable number of estimates, cross-sectional and longitudinal checks are applied and for each possible edit a note is placed in the dedicated "Notes" section. If again after this phase errors or inconsistencies are found in the individual data of the enterprises, the contact process resumes first with the respondent, the regional office, and finally with the respondent. The error is edited and again for each possible edit a note is placed in dedicated to "Notes".
18.5. Data compilation		Missing data at the enterprise level are imputed using appropriate mathematical methods with data from previous periods. Sometimes un sustainable enterprise-level data or indicators are identified that need to be deleted. The next step is imputation at the enterprise-level level or indicator as appropriate, using data from previous periods. In some cases, mathematical techniques (hot deck imputation) are also used. Whenever large hotels do not respond, missing information cannot be covered by weights; therefore we need to put all of its information in the data set. And this is done again through past data and statistical techniques.
18.6. Adjustment		Not applicable.
19. Comment		Accomodation Statistics are published for the first time in 2020. The published data are refering to 2019.
Annex		