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Short-term business statistics on net-turnover (value) and sales volume in trade

Reference Metadata in Euro SDMX Metadata Structure

(ESMS)

INSTAT

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Reference Metadata

1. Contact	
1.1. Contact organisation	INSTAT, Institute of Statistics
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2. Metadata update	
2.1. Metadata last certified	08.04.2022
2.2. Metadata last posted	08.04.2022
2.3. Metadata last update	08.04.2022

3. Statistical presentation	
3.1. Data description	Turnover and volume of sales index in retail tradeshow the performance of the goods market, this index is prepared as volume and turnover index, for the publication format this index is shown up in aggregate level only, as: retail trade, retail trade excluding retail sale of motor fuel, food, non-food, and retail sale of motor fuel, which derive from the processing of the ten (10) categories of an economic activity classes as follow. Indicators are expressed as indices and percent change (%). These categories result from the aggregation of the relevant economic activity classes (NACE Rev. 2 codes: 47.11-47.78). The ten categories of aggregated economic activity classes of the revised Retail Trade Turnover and Volume Indices are the following: 1. Retail sale in non-specialised stores with food, beverages or tobacco predominating 2. Other retail sale in non-specialised stores

	3. Retail sale of food, beverages and tobacco in specialised stores
	4. Retail sale of information and communication equipment in specialised stores
	5. Retail sale of other household equipment in specialised stores
	6. Retail sale of cultural and recreation goods in specialised stores
	7. Retail sale of clothing, footwear and leather goods in specialised stores
	8. Dispensing chemist, retail sale of medical and orthopaedic goods, retail sale of cosmetic and toilet articles in specialised stores
	9. Retail sale of other goods in specialised stores
	10. Retail sale of motor fuel
3.2. Classification system	NACE Rev.2 statistical classification of economic activities is applied, in conformity with Regulation (EC) 1893/2006 of the Council and the European Parliament and DCM 320, date 28.05.2014. For more information, follow the link.
3.3. Sector coverage	The Retail Trade Turnover Index (2015=100), according to the new NACE Rev.2 classification covers the economic activity divisions identified by codes 4711 to 4778 inclusive.
3.4. Statistical concepts and definitons	The purpose of the Retail Trade Turnover Index is to show the performance of the goods market. The index does not cover other activities, such as provision of services. Turnover comprises the total amounts invoiced by the enterprise during the reference period, which correspond to the resale of goods without any further transformation. The data collected each month refer to sales affected, excluding VAT but including other duties and taxes on the goods. The sales volume represents the turnover value, at constant prices, and is a quantum index. It can be calculated as the turnover at current prices, deflated by applying the sales deflator.
3.5. Statistical unit	The statistical unit is the enterprise.
3.6. Statistical population	In the survey for the compilation of the Retail Trade Turnover Index (2015=100) include retail trade enterprises listed in the Business Register, belonging to the economic activity divisions identified by the 4-digit codes 47.11 to 47.78 inclusive in the NACE Rev. 2 statistical classification.
3.7. Reference area	Retail Trade data cover the whole territory of Albania..
3.8. Time coverage	The time series of the Retail Trade Turnover and Volume Indices are published quarterly.
3.9. Base period	Base year: 2015 = 100, applied starting in the first quarter of 2019.

4. Unit of measure	Indices; Percentage change on the same period of the previous year (rates); Percentage change on the previous period (rates)
5. Reference period	Retail Trade data refers to quarterly period, but monthly indicators are compiled and published . The reference year of this report is 2021.

6. Institutional mandate

6.1. Legal acts and other agreements	The legal basis for the retail trade indicators are: • National Statistical Law • Official Statistics National Program 2017-2021 Classifications and definitions according to relevant EU regulations: • Council Regulation No.1165/98 introducing short-term statistics at European level • Commission Regulation No.1503/2006
6.2. Data sharing	From the first quarter 2018 data for main indicators are transmitted regularly to Eurostat.

7. Confidentiality

7.1. Confidentiality - policy	Data are considered strictly confidential and are used only for statistical and research purposes based on national Statistical Law No.17/2018 "On Official Statistics", date 10.03.2018 and on Law No.9887, date 10.03.2008 "Personal Data Protection". Article 31 on Statistics Law reads as follows: Data collected for the production of official statistics shall be treated by INSTAT as confidential and shall be used only in aggregated tables that will not identify the source information unit. Direct identification means when a statistical unit is directly identified from its name or address or any officially allocated and commonly known identification number. When data processing is made in a manner that allows the identification of the data subject, the data should immediately be encrypted in order for the subjects to be no longer identifiable.
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. 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: which detailed level the 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 access granting to researchers on 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	The calendar of publications is available on INSTAT website.
8.3. User access	In line with the article 34 of Law No.17/2018 "On Official Statistics", dated in 17.04.2018, disseminates statistics on INSTAT website and other media for simultaneous access, respecting professional independence and in an objective, professional and transparent manner in which all users are treated equitably. The following dissemination channels are used to release the results: 1. Website – online release 2. Written requests 3. Special publications 4. Data request, section available for external users

9. Frequency of dissemination

Retail Trade Turnover Index is compiled each quarter.

10. Accessibility and clarity

10.1. News release	According to the calendar of publications, press release regarding to the Turnover and volume of sales indicies in tradeis published quarterly. The format of press release has not been changed; it is defined by publication sector as well as the date of release. Press releases of the Retail Trade Turnover and Volume Indices are published online at INSTATs website.
10.2. Publications	The data are presented and published at INSTATs website according to legislation and regular issues: • Retail Trade

10.3. On-line database	All the information is available in both Albanian and English language. Since 2011, time series of Retail Trade Indexes in value and volume is provided to external users in the website through the Pc-Axis system. A short methodological explanation exists also in the web page. You can access the database on the section: Statistical Database.
10.4. Micro – data access	No micro-data are available for users due to confidentiality reasons. Aggregated data is the only type of data that is provided to external users.
10.5. Other	Users can send other specific requests through a dedicated section for Contacts.
10.6. Documentation on methodology	The methodology of the Retail Trade Turnover Index is based upon the Methodology of Short-term Business Statistics, Interpretation and guidelines, 2006, which contains a comprehensive set of recommendations on the compilation of the STS statistics. Also the Methodological notes are published at INSTAT's website.
10.7. Quality documentation	The Short-Term Statistics Sector takes care about all documentation of the whole process of work of Retail trade index 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	Quality controls and validation of data are actions carried out throughout the process. The staff is involved in different stages of index calculation, such as the data collection, data control, data input and other necessary control are all well trained. This helps the staff to know the enterprises and their responsibilities and keep an updated collaboration.

Turnover Index in retail trade is an index that is being compiled in Albania since 1999, so it contains experience of many years. Moreover, its concepts and methodology have been developed according to international standards. Although, the editing and assessment of the data is developed both during and after the data are finished to be collected. Data control meaning is the continuously study of data taken from responsible stuff in order to identifies the possible mistakes, especially those which indicate the obtained results. After |

	the identifying the mistakes, verification is developed in collaboration with enterprises, in order to clarify the data where the mistake is identified.
12. Relevance	
12.1. User needs	Retail Trade Turnover Index provides statistical information necessary to improve the competitiveness and performance of the business community. The Index is used by different users such as the government and other administrative authorities, Bank of Albania, economic analysts, media and public.
12.2. User satisfaction	Page Views (Hits) about Retail trade index in 2021 are around 29,098 clicks. INSTAT conduct User Satisfaction Survey. During 2021 INSTAT conducted User Satisfaction Survey concerning INSTAT publications. The survey results show that the overall quality of Retail Trade Statistics is rated 3.58 (71.6%) on a scale of 1 (very poor) to 5 (very good). INSTAT organizes every year User Satisfaction Survey.
12.3. Completeness	Retail Trade publications are conform to the established Eurostat standards. • Council Regulation No.1165/98 introducing short-term statistics at European Level • Commission Regulation No.1503/2006 defining variables and frequency of data compilation The degree of completeness of the data, for the Retail Trade Turnover Index 2021 is 80%. This calculation took into account only the Annex C required by EUROSTAT.
13. Accuracy and reliability	
13.1. Overall accuracy	Overall, the data is checked with previous years to identify any significant changes in the data. The sampled population of STS 2021 includes approximately 10,000 enterprises that are surveyed each quarter, from these around 3,000 enterprises are in retail trade activities. Sampling design is stratified simple random sampling. Criteria used for stratification is the number of employees according to the NACE Rev. 2 3-digit level.Calculating the estimates of statistical data and analysis evaluating outliers are done regularly. The overall accuracy rate is high, considering the high response rate. To calculate the estimates, Horvitz-Thompson estimator is used, that is unbiased. The accuracy of the estimates is reached by eliminating sampling errors and non-sampling errors, such as coverage, non-response, response mistakes and processing errors. Coverage errors reasons are: misclassification of units and changes in state of reporting units. In case of non-response, units are contacted by telephone and email. The sampling error in percent (CV) is calculated for main indicators of

	survey that are published every quarter.
13.2. Sampling error	All indicator values are weighted to represent the population.**Relative standard deviation in average** for the variable Turnover is 0.95%.
13.3. Non - sampling error	Unit non-response takes in consideration enterprises that are unable or unwilling to give the answers or when interviewers are unable to find enterprise addresses, or when other barriers exist to complete the interview. **The unit non-response rate** in average for Retail Trade 2021 is 3.64%. **Item non-response rate** in average for the main variable are: for the Number of employed is 2.05% while for Turnover is 2.62%.

14. Timeliness and punctuality

14.1. Timeliness	Results of Turnover Index Volume of Retail Trade are published on INSTAT website 74 days after the end of the reference period (T+74 days). The reference period of these results is December 31st, 2021. <table><tr><td>Reference period</td><td>12/31/2021</td></tr><tr><td>Date of publication</td><td>3/15/2022</td></tr><tr><td>Timeliness</td><td>74</td></tr></table>
14.2. Punctuality	The data of Turnover Index Volume of Retail Trade are disseminated according to the publication calendar. The publication of Turnover Index Volume of Retail Trade has been punctuality in time to 100% of publications carried out over the years. <table><tr><td>Reference period</td><td>12/31/2021</td></tr><tr><td>Date of announcement</td><td>3/15/2022</td></tr><tr><td>Date of publication</td><td>3/15/2022</td></tr><tr><td>Time lag</td><td>0</td></tr></table>

15. Coherence and comparability

15.1. Comparability - geographical	The retail trade turnover index and Volume index are produced in national level only, so rational comparisons are not available. But these indices are comparison in national level.
15.2. Comparability - over time	The data series has been compiled since the year 1999. The first set of indicators was based on NACE Rev 1. For the last revision of the Retail Trade Turnover and Volume Indices (2010=100) from NACE Rev. 1. 1 to NACE REV. 2, it was deemed necessary to calculate parallel series for those indices including and not including fuel. This was due to the inclusion of fuel in retail trade in order to maintain comparability with the previous series of the Retail Trade Turnover and Volume indices (2005=100) and the indexes that have been calculated with NACE Rev.1.1. The process of passing from the old to the new base consists of two steps: re-weighting, i.e. the weights used for the calculation of the indexes are updated from the base year 2005 to the base year

	2010; and re-referencing, i.e., the periods of reference are updated from 2005=100 to 2010=100. In 2019, in STS the weights structure is updated and the basic index period has changed from 2010 to 2015. The data series are equivalent to each other; the rhythms of the increase are the same, and a series is convertible to the other. Short-term Statistics data by quarters are compliant to NACE Rev. 2 Economic Activity Classification which dates back to 2006 and refers to the statistical database by providing a time comparability of 16 years (CC2 = Jlast-Jfirst + 1 = 16). The data are constantly checked to ensure their comparability over time.
15.3. Coherence - cross domain	STS turnover in retail trade is for the greater part measured by using VAT data. For the enterprise that VAT data are not available data are collected through sample survey. There is no other statistical product that could be used for cross checking instead of the current indicators.
15.4. Coherence - internal	The internal consistency of the data is checked before it is finalized. The links between variables are checked and coherence between different data series confirmed. Short-term Statistics specialists work together with relevant departments to ensure consistency and coherence of statistical indicators.
16. Cost and burden	Short-Term Statistics is part of Directorate of Economic Statistics, while according to data collection is managed by the Directorate of Regional Statistics. The stuff included in the process of data collection, of validation and of updating of the data is consisted by full-time and parttime staff (enumerators). Total number of staff : 1. Specialists central office 1 employee 2. Logistics specialists 1 employee 3. Enumerators 150 employees 4. Controllers 9 employees 5. Operators 9 employees The part time staff is committed in data collection in a period of three weeks with a periodicity four times during a year.. Administrative data are available through Arrangements of Cooperation between INSTAT and the General Directorate of Tax Office and the National Registration Centre offers the opportunity of transition of data cost free. Statistical sources (of Business Register, of Structural Questionnaire of Enterprises etc.) are offered also free cost, as part of internal users. Processing, compilation, estimation, validation, analyzing, and valuation of data, is done by the stuff of STS and is not subject of any other added cost.
17. Data revision	
17.1. Data revision - policy	Revision policy is done in accordance with general revision policy and errors treatment policy introduced by INSTAT in the links below: • [Revision Policy](#)

	• [The Errors treatment Policy](#) The same revision policy is applied to national releases and transmissions to Eurostat.
17.2. Data revision - practise	Revisions are made each time when newer, completed or corrected figures for the different variables are available as well as for reasons such as: Implementation of the new NACE classification, methodological changes, new information or data improvements and error correction. But the revisions are generally rather limited in scale. 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. During 2021, "net-turnover (value) and sales volume in trade" has not been revised. No numeric values are available for MR and MAR indicators.
18. **Statistical processing**	
18.1. Source data	Data are based on quarterly statistical surveys and administrative source. The basis of selection is the Register of active enterprises for the reference year. Classification of enterprises is done according to the Nomenclature of Economic Activities, NACE Rev. 2. Frame population is determined by two basic criteria: Size of enterprise (based on number of employed) and economic activity in scope, with cut-off. The method of selection used is Stratified Simple Random Sampling (SRS). Stratification is based on a combination of economic activity with size group of the enterprise. Indicators are presented for economic activities according to the areas specified in the STS regulation and also based on user needs.
18.2. Frequency of data collection	Data collection is carried out quarterly, but the information is monthly
18.3. Data collection	During 2021, data were provided in a combined way through administrative sources and data collected directly from enterprises with face to face interview. The surveyed data are collected by interviews with paper questionnaire on quarterly basis, 15 days after the end of the reference period. Duration of this survey is 15 working days. No changes in national questionnaires are planned.
18.4. Data validation	Data received from survey and from VAT file are validated using logical validation rules. At national level, editing involves studying data from respondents with the aim of identifying (and eventually correcting) errors. Not all errors can be identified and the aim is to detect the errors that have a significant influence on the results. Rules to assist in identifying errors may flag possible errors that require further

	investigation to determine where there really is an error as opposed to an unusual result or they may identify definite errors. Editing involves checks for completeness, that values are within given ranges and that values for related variables are coherent. Data editing may take place during or after data entry.

Responses can be compared to the response of previous quarters. Inconsistency or large deviations (outside of a pre-established range) indicate that a closer look is desirable. This may result in data editing. In the context of timeliness, the editing process may be designed to give top priority to those outliers that are most in need of editing for the sake of reliable aggregates. By solving the worst cases, large improvements can be achieved. |
| 18.5. Data compilation | First step is collecting information from the interviewers. The purpose is to bring this information to the statistic target level. This process follows:

- Physical control of questionnaires (verification of completed questionnaires according to the scanning standards.)
- Logical control of questionnaires (control of logical marked of responses indicators, description and codification of activity, and control of accurate values.)
- Editing process of data collected (errors and modification)
- Non response units and the missing information need to be completed through the imputation process.
- Comparability phase (collected data with the administrative sources, previous periods or trends.)
- Correction of figures taking into account any micro-enterprise at its historical level, or other distinctive aspects such as activity etc.
- Analysis of results under each domain of publication.
- Completed results are used for weight and re-weight phase
- The aggregated data are compared to other data sources
- The last two phases can be subject to other analysis used for publication domain. When statistical analysis is finished, these data are determined as a group of non-public information. Before releasing the results, very important matter is the confidentiality of this information.

The Retail Trade Volume Index is obtained from the Retail Trade Turnover Index deflated in accordance with the Consumer Price Index (CPI), as follows: Using CPI data, deflator-indices are compiled for the corresponding groups of the Turnover Index. More specifically, deflators are calculated for ten categories of economic activity classes of the index. To deflate the Turnover Index and convert it to a Volume Index, the individual Turnover Indices are divided by the appropriate deflators. |
| 18.6. Adjustment | Seasonal and calendar adjustment of monthly/quarterly time series of retail trade is done by using JDemetra+ 2.2.0 version software. The chosen model for the decomposition of time series is X-12 ARIMA, under specification X-13. X-12 ARIMA model is totally based in moving average. In all time series is applied the multiplicative decomposition and the direct approach. In calendar adjustment is applied the specification of trading day and a national calendar, considering both moving and fix national holidays. During the process of seasonal adjustment there are treated even the special cases occurred during |

	time series span, identified by software as outlier.
19. Comment	
Annex	