NET-TURNOVER (VALUE) IN SERVICES

Reference Metadata in Euro SDMX Metadata Structure

(ESMS)

INSTAT

Reference Metadata

1. Contact	
1.1. Contact organisation	Institute of Statistics, INSTAT
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2. Metadata update	
2.1. Metadata last certified	18.03.2024
2.2. Metadata last posted	18.03.2024
2.3. Metadata last update	18.03.2024
3. Statistical presentation	
3.1. Data description	Net-turnover (value) in services is a quarterly short-term indicator used for the business cycle analysis. The main source for Turnover index in Services is the Quarterly Survey of Short-term Statistics, Questionnaire on Services (Module 126, 1261 127, 128, 129, 1231, 1232) combined with administrative data.
3.2. Classification system	Statistical classification of economic activities NACE Rev.2.
3.3. Sector coverage	The survey (for this indicator) covers enterprises classified in sections **G** to **N** of NACE Rev.2. **G** - Wholesale and retail trade; repair of motor vehicles and motorcycles covers economic activities listed in code 45; **G** - Wholesale covers economic activities listed in code 46;

	H - Transport and storage covers economic activities listed in codes 49 to 53: • Railway transport covers economic activities listed in code 49; • Maritime transport covers economic activities listed in code 50; • Air transport covers economic activities listed in code 51; • Warehousing and support activities for transportation covers economic activities listed in code 52; • Postal and courier activities covers economic activities listed in code 53. **I** - Hotel covers economic activities listed in code 55.00: • Bar, Restaurant covers economic activities listed in code 56.00; **J** - Information and communication covers economic activities listed in codes 58, 61, 62: • Publishing activities covers economic activities listed in code 58; • Telecommunications covers economic activities listed in code 61; • Computer programming, consultancy and related activities cover economic activities listed in code 62. **M** - Architectural and engineering activities covers economic activities listed in code 71; **N** - Travel agency covers economic activities listed in code 79. The survey covers all large and medium-sized enterprises as well as a representative number of small enterprises. A stratum is determined according to classes and is based on number of employed.
3.4. Statistical concepts and definitons	The objective of the net-turnover index in services is to show the development of the market for goods and services. Turnover comprises the totals invoiced by the observation unit during the reference period, and this corresponds to market sales of goods or services supplied to third parties. Turnover also includes all other charges (transport, packaging, etc.) passed on to the customer, even if these charges are listed separately in the invoice. Turnover excludes VAT and other similar deductible taxes directly linked to turnover as well as all duties and taxes on the goods or services invoiced by the unit. The indices of domestic and export turnover require turnover to be split according to the first destination of the product based on the change of ownership. The destination is determined by the residency of the third party that purchased the goods and services. The indices of domestic and export turnover are collected but not published.
3.5. Statistical unit	The observation unit is the Enterprise.
3.6. Statistical population	Statistical population includes statistical units, in this case enterprises, which operate in economic activities according to NACE Rev. 2, Trade (section G, divisions 45, 46) Services (section H, divisions 49-53, section I, division 55.1, section J, divisions 58-63, section M, division 71, section N, division 79). The enterprises with 1-9 employed are surveyed by sample survey, whereas the enterprises with 10 and more employed are surveyed exhaustively.

3.7. Reference area	Turnover Index in Services covers the whole territory of Albania.
3.8. Time coverage	Quarterly Short-term Statistics Survey referred to Turnover Index in Services date from 2006 onwards.
3.9. Base period	Base year: 2015 = 100, applied starting in the first quarter of 2019.
4. Unit of measure	Measurement unit are Indices, percentage changes (%).
5. Reference period	The information collected refers to quarterly periods. This report is based on reference year 2023.
6. Institutional mandate	
6.1. Legal acts and other agreements	➢ The legal basis on which STS indicators are based consist on: • National Statistical Law; • Official Statistics National Program 2022-2026. ➢ 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 defining variables and frequency of data compilation, repealing new orders received for building construction and new orders received for civil engineering.
6.2. Data sharing	STS data exchange has started in the third quarter of 2017 at the European level. Since first quarter of 2018 the data for Turnover Index in Services 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 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. Section Data request.
9. Frequency of dissemination	The Turnover Index in Services is disseminated on quarterly basis.
10. Accessibility and clarity	
10.1. News release	According to the calendar of publications, press release regarding to Short-term Statistics is 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 STS are published online at INSTATs website.
10.2. Publications	Press release is published in INSTAT's website, under sub-theme: Short-term Statistics.
10.3. On-line database	All the information is available in both Albanian and English language. Since 2011, the information is provided to external users in web through the Pc-Axis system. A short methodological explanation exists also in the web page. You can access the database on the section Database.
10.4. Micro – data access	Databases 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 though 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 send other specific requests through a dedicated section for Contacts.
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. Also the Methodological notes are published at INSTAT's website.
10.7. Quality documentation	The Short-term Statistics unit documents all processes and procedures used for calculations related to STS 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 staffs 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.

	A comparison is made with data of previous year to see if there is any data coherence or if there were major changes.
12. Relevance	

12.1. User needs	Users are classified as external and internal.
	
	➢ External users are:
	   • Ministries and public administrations that use these data for economic and social policy planning purposes;
	   • Universities (professors/graduated and post graduate students), research organizations;
	   • National and international NGO's;
	   • Enterprises;
	   • General public which gets the information via mass media through publications made by Statistical Office.
	
	➢ Internal users are those within the institution of INSTAT:
	   • National Account Directory;
	   • Statistical Business Register;
	   • Employment and wages Sector.

12.2. User satisfaction	INSTAT analyzes page views every year and clicks about "Short-term Statistics" in 2023 are 9,580. INSTAT conducts an annual survey to measure User Satisfaction. The 2023 survey results show that the overall quality of the topic "Short-term Statistics" was rated 3.90 (78.0%) on a scale of 1 (very poor) to 5 (very good).
12.3. Completeness	Short-term Statistics on their completeness are built in accordance with Eurostat regulations. The degree of completeness of the data, for the survey of STS 2023 is 70.6%. This calculation took into account the European regulation. As a result, the compilation of Turnover Index in Services and the data provided are in line with the relevant EU Regulations.
13. Accuracy and reliability	
13.1. Overall accuracy	Overall, the data are checked with previous years and previous quarter to identify any significant changes. The sampled population of STS 2023 includes approximately 11,500 enterprises that are surveyed each quarter, from these around 4,300 enterprises are in Services 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** | Sampling error is treated in the internal technical reports, where, for main indicators in survey we calculate the total variance and relative standard errors, to eliminate the negative effect of NACE activity changed in STS time series. All indicator values are weighted to represent the population. |
| **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 the enterprises address, or when other barriers exist to complete the interview. The unit non-response rate in average for STS 2023 is 3.58 %. |

14. Timeliness and punctuality

14.1. Timeliness	Results of Turnover Index in Services are published on INSTAT website 78 days after the end of the reference period (T+ 78 days). The reference period of these results is December 31st, 2023.

Reference period	12/31/2023
Date of publication	3/18/2024
Timeliness	78	
14.2. Punctuality	The data of Turnover Index in Services are disseminated according to the publication calendar. The publication of Turnover Index in Services has been punctual in time to 100% of publications carried out over the years.

Reference period	12/31/2023
Date of announcement	3/18/2024
Date of publication	3/18/2024
Time lag	0	

15. Coherence and comparability

15.1. Comparability - geographical	The data related to Turnover Index in Services are prepared in accordance with Eurostat methodology and are comparable at international level. These data are comprehensive and produced at the country level.
15.2. Comparability - over time	Over the years Turnover Index in Services has undergone changes in coverage and in the method of selection. Quarterly Survey of Enterprises has started for the first time in 2005. Enterprises with 1-9 employed are sampled with selection, while enterprises with over than 10 employed are taken exhaustively, without changing the scope of coverage. In 2012, the population of Turnover

	Index in Services is changed as a result of updating the Register of Enterprises with the results of the Economic Enterprises Census 2010. All changes are back casted and reported in the methodological explanations of publications. In 2014 in Turnover Index in Services it was implemented the nomenclature of economic activities, NACE Rev. 2, the weights structure it is updated, and changing the base period of the indices from 2005 to 2010.
	In 2019, in STS the weights structure is updated and the basic index period changes from 2010 to 2015. All these changes in the indices series are not disconnected, but the indices are back casted. These changes are reported in the methodological explanations that go together with respective publications.
	Short-term Statistics data by quarters according to NACE Rev. 2 Economic Activity Classification date back to 2006 referring to the statistical database providing a time comparability of 18 years (CC2 = Jlast-Jfirst + 1 = 18).
	The data are constantly checked to ensure their comparability over time.
15.3. Coherence - cross domain	STS turnover in services 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	STS cost includes information on the permanent and temporary number of the staff. STS number of staff are as following: • Total staff in Central Office 1 employees; • Logistics specialists 1 employees; • Controllers (four months) 9 employees; • Operators (four months) 9 employees; • Enumerators (four months) 144 employees. Administrative data are transmitted to INSTAT without cost, based on Memorandum of Cooperation between INSTAT, DPT and QKR. Other sources are considered BR, previous STS, etc. STS staff manages the control and analysis of data, so these two processes have no additional 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; • Errors Treatment Policy. The same revision policy is applied to national releases and transmissions to Eurostat.

17.2. Data revision - practise	Published data are not considered final; they may be revised. Data are revised in the whole range or for other 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 2023 the net-turnover in services index 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	Quarterly.
18.3. Data collection	During 2023, 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	**National level.** First step is collecting information from administrative data and direct interviews. The purpose is to bring this information to the statistic level. This process follows: • Physical control of questionnaires completeness; • Logical control of information collected through interviews (control of logical marked of responses indicators and control of accurate values); • After data entry process, errors and inconsistencies are identified and corrected during editing process; • Comparability phase (collected data with previous periods data or trends); • Analysis of results for 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.
18.6. Adjustment	Turnover Index in Services is calculated both seasonally adjusted and unadjusted. Seasonal adjustment of quarterly time series of Services 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 X13. The span of time series is from I quarter 2006 to IV quarter 2023 X-12 ARIMA model is totally based in moving average. In all-time series is applied the multiplicative decomposition and the direct approach. During the process of seasonal adjustment are treated even the special case occurred during the time series span identified by software as outlier.
19. Comment	
Annex	