

# Production and sale of industrial products

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<b>2 Metadata update</b>	
<b>2.1 Date of last update</b>	13.02.2020
<b>3 Statistical presentation</b>	
<b>3.1 Data description</b>	
<p>The PRODSLOV survey is Slovak national survey of PRODCOM survey that measures change in the volume and value of industrial output in the Slovak Republic, based on a selection of enterprises and products.</p> <p>Variables collected are:</p> <ul style="list-style-type: none"><li>• production of industrial goods and services – value and physical volume of production; industrial goods and services are classified according to the "PRODSLOV" list; VAT and excise duties are excluded;</li><li>• sales of industrial products and industrial services - value and physical volume of sales; VAT and excise duties are excluded;</li></ul> <p>The PRODCOM survey conducted by the Statistical Office of the Slovak Republic. This is an annual survey of the value and volume of products produced and sold by industrial enterprises in the Slovakia during the reference year. It is carried out in compliance with EU Council Regulation on the Establishment of a Community Survey of Industrial Production ( <a href="#">_No. 3924/91_</a> ).</p> <p>The PRODCOM survey provides information on PRODUCTION of the European Community and is compiled from data received from Slovak manufacturers. The survey sample is approximately <b>2.500</b> enterprises.</p> <p>Data available include: value and volume of production total and production sold.</p>	
<b>3.2 Classification system</b>	
<p>The European Classification of Economic Activities (NACE) - <a href="#">_NACE Rev.1_</a> was used until 2001, <a href="#">_NACE Rev. 1.1_</a> since 2002, and <a href="#">_NACE Rev 2_</a> is used from 2008 onwards</p> <p>The Community Classification of Products by Activity (CPA) - CPA 2002, <a href="#">_CPA 2008_</a> , etc.</p> <p>The Slovak PRODSLOV List - national version of PRODCOM.</p>	

The PRODCOM list is divided into "Classes" corresponding to the classes of NACE rev 2. Within the individual classes, the headings of the list are set out in ascending order of their PRODCOM codes. PRODCOM uses an eight-digit product code of the form XX.XX.XX.YY. The first four digits of the code correspond to the 4-digit classes of NACE Rev. 2. The first six digits are the Community Classification of Products by Activity ( CPA ) codes. The CPA provides a detailed listing of the characteristic products for each 4-digit NACE Rev. 2 economic activity. The last two digits provide a more detailed breakdown of the CPA classes into PRODCOM product headings. There is a direct link between the PRODCOM classification and the EU foreign trade Combined Nomenclature ( CN ). Each PRODCOM 8-digit heading covers one or more CN 8-digit headings. National version of the classification Slovak national version of the classification of products is called PRODSLOV list. The list is more detailed, corresponds to all industrial CPA classes. The PRODSLOV list uses 10-digits codes, 8 digits correspond to PRODCOM, last 2 digits provide national detail where needed.

### 3.3 Sector coverage

Enterprises with principal activity in Divisions 05 to 39 of SK NACE Rev. 2 and selected enterprises with a non-industrial principal activity.

All enterprises with 20 and more employees registered in the business register. In addition enterprises in the business register with less than 20 employees that:

- are statistically important (the decision about including them into survey of big enterprises was done by experts of particular activities, for example responsible for industry data);
- or have a turnover in excess of EUR 5 million.

The industrial enterprises are selected from among those with less than 20 employees in the business register which:

- are statistically important according to expert judgement;
- or have turnover in excess of EUR 5 million

The non-industrial enterprises are included if their value of production of a particular product is more than 50% of the average output for enterprises classified to the relevant NACE Class to which that product is typically related.

The Slovak version of PRODCOM – List of products called PRODSLOV consists of a 10-digit code: the first 8 digits are compatible with the PRODCOM list and the last 2 digits are used for national purposes.

### 3.4 Statistical concepts and definitions

The PRODSLOV survey is realised annually on the 10 digits products codes in physical units, values and hours worked. Besides of the surveyed production of products, the survey of sub-contracting works are surveyed at the 10 digit level of products codes as well.

Production of industrial goods and services – value and physical volume of production; industrial goods and services are classified according to the "PRODSLOV" list; VAT and excise duties are excluded.

Sales of industrial goods and services – value and physical volume of production; industrial goods and services are classified according to the "PRODSLOV" list; VAT and excise duties are excluded.

The purpose of the statistics is to report, for each product in the Prodcom List, the production produced in the reporting country during the reference period. This means that Prodcom statistics relate to products (not to activities) and are therefore not strictly comparable with activity-based statistics such as Structural Business Statistics. The NACE codes on which Prodcom codes are based merely serve to identify the enterprises that should be surveyed in order to determine the amount of production of the product.

**The products:** the Prodcom List defines the products to be included in the survey. There are approximately 3 900 headings representing manufactured products and some industrial services.

**The value and volume:** The values are expressed in Euro. The volume is expressed in a unit specified for each product.

**Production type** : either Sold production (the value and volume of the product sold by the enterprise) or Total Production (the volume of all production of the product, including the proportion that is sold and the proportion that is retained by the enterprise for adding to stocks, using in further processing etc.)

### 3.5 Statistical unit

The reporting unit is enterprise.

### 3.6 Statistical population

A exhaustive survey by products for all industrial enterprises 20 and more employees. Enterprises with principal activity in Divisions 05 to 39 of SK NACE Rev. 2 and selected enterprises with a non-industrial principal activity.

All enterprises with 20 and more employees registered in the business register. In addition are statistically important (the decision about including them into survey of big enterprises was done by experts of particular activities, for example responsible for industry data);

- or have a turnover in excess of EUR 5 million.

The industrial enterprises are selected from among those with less than 20 employees in the business register which:

- are statistically important according to expert judgement;
- or have turnover in excess of EUR 5 million

The non-industrial enterprises are included if their value of production of a particular product is more than 50% of the average output for enterprises classified to the relevant NACE Class to which that product is typically related.

Threshold values and percentages: The survey population is made up of all enterprises with main industrial activity (classified in NACE Rev. 2 sections B to E) or non-industrial enterprises with important share of industrial activities, with 20 or more employees or significant annual turnover.

Frequency of updating the sample: Sample design is carried out once a year.

### 3.7 Reference area

### 3.8 Time coverage

Data for Slovak Republic are available from the year 2000 to 2007 by NACE Rev 1 and NACE Rev.1.1 and onwards from 2008 by the new classification NACE Rev.2.

Nationally are released following types of data:

- Production by products in volume and value measurement units by PRODSLOV List
- Sales by products in volume and value measurement units by PRODSLOV List

The period observed is one calendar year.

### 3.9 Base period

Not applicable.

## 4 Unit of measure

Absolute volume and values for indicators Production and sales are transmitted to Eurostat and are published nationally as well.

**Volumes:** units of measure are specific to each commodity code - for comprehensive enumeration. Physical measurement unit required by the Nomenclature of Industrial Production (PRODCOM), specific for each product.

**Values:** data are collected and stored as EUR, VAT and excise duties are excluded.

## 5 Reference period

The reference period is calendar year.

## 6 Institutional mandate

### 6.1 Legal acts and other agreements

This survey is carried out in compliance with following regulations:

- **At the EU level:** EU Council Regulation on the Establishment of a Community survey of Industrial Production ( No 3924/91 ).
- **At the national level:** Right to collect data in general is governed by the Slovak National Council law No 540/2001(Digest) on the state statistics as amended and supplemented by further regulations.

The obligation to provide data is stated in the Statistical Law and its provisions (Programme of State Statistical Surveys), which is fixed for a 3-year period.

Survey Priem 1-12 is part of this Programme of State Statistical Surveys.

The Programme of State Statistical Surveys

### 6.2 Data sharing

Not applicable at Member States level.

## 7 Confidentiality

### 7.1 Confidentiality - policy

#### EU level:

- Regulation (EC) No 223/2009 on European statistics\_ (recital 24 and Article 20(4)) of 11 March 2009 (OJ L 87, p. 164), stipulates the need to establish common principles and guidelines ensuring the confidentiality of data used for the production of European statistics and the access to those confidential data with due account for technical developments and the requirements of users in a democratic society.

#### National level:

- Confidentiality of statistical data is laid down in Act No. 540/2001 Coll. on State Statistics, as amended, § 30.

Instructions and guidelines are provided in internal directive SME – 1/2015 - Directive on confidentiality data protection complemented by Methodological guideline MET-1/2013. Directive contains general issues related to the confidentiality, while the methodological guideline is focused on concrete methods and parameter values used in the phase of confidentiality treatment of particular statistical surveys results and data files.

## 7.2 Confidentiality - data treatment

Slovakia applies the principle of active confidentiality. Data are only published if they are not confidential, i.e. confidential cells are suppressed from publication. The data allowing direct or indirect identification of individual enterprise can be published under written permission of all related subjects. We apply the rule of primary confidentiality: data cell for less than 3 enterprises is protected and also we apply secondary activity confidentiality on the base dominant enterprises. For the year 2015 to the 2020, Slovakia will publish also data from Eurostat project where in the single survey Statistical Office of the Slovak Republic asked some enterprises to give approval to publish their volume data also as this volume data are confidential.

## 8 Release policy

### 8.1 Release calendar

Dissemination policy is defined in Policy on Dissemination of Statistical Information of the SO SR. Dissemination procedures are described in:

- Principles of Release and Provision of Statistical Information (short version)
- Recommendations for publishing of statistical information within NSS

The "Catalogue of publications" is released every year. It contains information on particular publications, periodicity and dates of release.

Catalogue of publications

### 8.2 Release calendar access

First Release Calendar is publicly accessible. Users are also informed about the availability of the release calendar in a notice published in the relevant activity's publication.

First release calendar

### 8.3 User access

In line with the Community legal framework and the European Statistics Code of Practice Eurostat disseminates European statistics on Eurostat's website (see item 10 - 'Accessibility and clarity') respecting professional independence and in an objective, professional and transparent manner in which all users are treated equitably. The detailed arrangements are governed by the Eurostat protocol on impartial access to Eurostat data for users .

The first release is performed in the form of an information report or a press conference. There is a standing rule, that all users have the right to be provided with information at the same time. Outputs (information reports) are released at the standard daily time (at 9.00 o'clock) at the Internet portal of the SOSR in accordance with Principles of Release and Provision of Statistical Information.

PRODCOM statistics are available at the   on Eurostat's website.

## 9 Frequency of dissemination

- Data on PRODCOM products for indicators production and sales are transmitted to Eurostat annually till the June 30.
- Data on PRODCOM products for indicators production and sales are transmitted to national users after term in calendar of first release for PRODCOM survey.

## 10 Accessibility and clarity

### 10.1 News release

News releases are released here: [\\_News Releases](#)

### 10.2 Publications

Released annually in electronic and paper publication:

“Results of annual surveys on industry of the Slovak republic, production and sales of selected goods in 2017 ”

Production and sales of industrial products by PRODSLOV codes in value (EUR)

Production and sales of industrial products by PRODSLOV codes in volume (physical measurement unit) for the referenc 2017

2015-2017

- Annual publications
- “Statistical Yearbook of the Slovak Republic; paper publication, CD ROM, PDF format”
- Statistical Yearbook of the SR 2016
- „Yearbook of Industry in the SR 2016“
- 2017 Yearbook on Industry

### 10.3 On-line database

DATA CUBE

Production and sales of industrial products by PRODSLOV in value (EUR)

Production and sales of industrial products by PRODSLOV in volume (physical measurement unit)

### 10.4 Micro-data access

Micro-data are not disseminated.

### 10.5 Other

The data are regularly transmitted to Eurostat on the 8 digit codes level of PRODCOM.

Production and sales data are distributed to the national and international users on the 10 digit codes level national version PRODSLOV and for the special request also on the aggregated levels like 6 digit level.

### 10.6 Documentation on methodology

Metadata for selected indicators are disseminated in ESMS structure. Dissemination of metadata for other indicators will be solved by implementation of Methodical directive for production of harmonised metadata being in preparation.

Metadata of statistical outputs are available independent from publication form (electronic and hardcopy). Metadata update is performed by persons responsible for the relevant topic following the methodology change.

The update of metadata disseminated in databases as well as of metadata on portal is conducted according to the annual time tables of updating; they are submitted to top management meeting for approval.

Each publication contains an introduction concerning methodological notes and contact for the information service. On the website of the SOSR there is available:

- Information on methodology is presented in SOSR portal in the section Metadata
- Statistical questionnaires forms in national version including methodological notes;
- Methodological sheets (descriptions of statistical indicators in detail) in national version.

Metadata of the variables

## 10.7 Quality documentation

Technical projects of statistical surveys and methodological directives Quality indicators of statistical outputs and processes (MET-2/2012) and Application of mathematical-statistical methods for statistical surveys (MET-3/2012) are available for statistical data production.

At present quality reports are elaborated if required by the European regulations in compliance with ESS Handbook for Quality Reports (EQHQR).

The quality reports are integrated into stat. information system - ISIS into the updated internal directives on value-adding processes. Self assessments of stat. surveys and methodological audits (in preparation), incl. analysis and reporting of the results are being integrated into the existing QMS system.

## 11 Quality management

### 11.1 Quality assurance

Quality policy is defined and made available to the public in documents:

Quality declaration and Quality policy. The SOSR high level statements highlight customer orientation and quality of the SOSR products and services; this is then reflected in the development strategy of the SOSR for the given period of time in: Vision, mission, common shared values.

Quality Manual is covering all elements of the ISO 9001.

There are defined internal directives related to the value adding processes supported by supporting managerial processes and by supporting resource processes.

European Statistics Code of Practice is the backbone of the whole QMS.

### 11.2 Quality assessment

At present the technical projects are elaborated for each statistical survey including all necessary issues related to data entry, data completeness and statistical controls. This process is organised by specialised regional offices of the Statistical Office of the Slovak Republic. The cross-checking is done in the context of the statistical control process. A comparison with the development in previous periods is done.

The quality reports will be integrated into the new integrated stat. information system - ISIS and into the updated internal directives on value-adding processes, selfassessments of stat. surveys

and methodological audits (in preparation), incl. analysis and reporting of the results are being integrated into the existing QMS system.

## 12 Relevance

### 12.1 User needs

Each questionnaire contains an introduction concerning the reference to the statistical law and confidentiality issues. The Act 540 of November 29, 2001 on state statistics, Part 5 Dissemination of statistical information in Articles 29 and 30, institutes obligation to maintain confidentiality and confidentiality data protection. It is available also on the website in Slovak and in English. The information service of the SOSR also provides users with this information on request, free of charge.

Users are consulted:

- in accordance with internal directives on Value adding processes, part Communication with users;
- via Survey on satisfaction of users with products and services of the SO SR, in two-year periodicity;
- via conduct of activities focussing on learning about expectations of key users and on supporting better interpretation and better use of statistical products (action programme defined by the development strategy of the SOSR and reflected in Marketing plan for respective year)); the activities are evaluated in annual Evaluation of Marketing plan; document Overview of activities focussing on learning about expectation of key users and on supporting better interpretation and better use of statistical products
- via meetings with users conducted in accordance with the action programme defined by the development strategy of the SOSR and reflected in the Marketing plan for the respective year: to carry out activities focussing on learning about expectations of key users and on supporting better interpretation and better use of statistical data.

Consultations with users are required by statistical act stressing the cooperation with other organisations (ministries and other state organisations) during preparation of the Programme of State Statistical Surveys.

An advisory body the Statistical Council consists of members representing main users (representatives of ministries, state organisation and public institutions).

The Council is the permanent expert advisory body for the President of the SOSR in the field of state statistics. The task of the Council is to draft /submit proposals and recommendations regarding state statistics concepts, to discuss the Programme of the state statistical surveys and other tasks according to the Status on the Statistical Council.

In practice the consultations with users run on bilateral bases as well as within activities covered by the action programme Activities focussing on learning about expectation of key users and on supporting better interpretation and better use of statistical products.

Key users of particular statistics products are listed in Marketing plan:

The main users of PRODCOM data can be presented in different groups, namely:

1) EXTERNAL/ INTERNATIONAL (OUTSIDE NSI), like:

- Institutions at European level: Eurostat
- Multi-national organizations: United Nations, FAO, ICAC, IFA

2) EXTERNAL/ NATIONAL (OUTSIDE NSI), like:

- Institutions at national level - governmental: Ministry of Economy
- Institutions at national level - non-governmental: National Bank of Slovakia, Trade unions,

Media, Researchers and students, Companies .

INTERNAL (INSIDE NSI), like: National accounts, Environmental statistics, SBS, External Trade Statistics, Agricultural and Forestry Statistics, Business Register - Top Down method



## 12.2 User satisfaction

User satisfaction is monitored via "Survey on satisfaction of users with products and services of the SO SR" conducted regularly with two-year periodicity. Evaluation of the user satisfaction survey also includes satisfactions rate (overall and for specified areas as well as for groups of products) and it is submitted together with conclusions and suggestions for improvements to top management meeting for approval.

## 12.3 Completeness

Data are collected by national version of PRODCOM called "PRODSLOV" on the 10 digit level codes, including some codes that exist only for the national purposes.

SO SR provides Eurostat with all data requested by the PRODCOM Regulation. 924/91. 100%.

Annually data are from the year 2001.

## 13 Accuracy and reliability

### 13.1 Overall accuracy

Sampling error is not relevant (exhaustive survey).

We consider first estimates of production and sales to be of good quality.

Data corrections are very rare, because enterprises have the obligation to change the previous data, if there is difference of more than 5 % of data.

The survey is based on cut-off threshold, and is covering all the enterprises with main industrial activity (classified in NACE 05 to 39) or non-industrial enterprises with important share of the same industrial activities, having 20 or more employees and a significant annual turnover.

The issue of non-response is treated while collecting the questionnaires (logical checks, contact with respondent), being covered by estimations.

Questionnaires are collected and checked electronically. Electronic questionnaires and data collection system provide a number of various arithmetic and logical controls. Regional staff is in close contact with the respondents.

Central staff checks the preliminary results. Final results are approved and prepared for publication.

### 13.2 Sampling error

Calculation of Coefficient of Variation is not relevant, as annual PRODSLOV survey is exhaustive.

### 13.3 Non-sampling error

Validation of source data is based on the logical entry data control including the comparison with data from previous periods, comparison from average data of surveyed PRODSLOV codes in the same period and the comparison with data from other sources /monthly and annually/ as well as on the analysis results from control working tables. Every data treatment finishes by generating of validating protocols.

The main types of non-sampling errors can be classified as follows:

- measurement errors (wrong codes, different measurement unit),
- data typing errors,

- non-response.

## 14 Timeliness and punctuality

### 14.1 Timeliness

For the indicators Production and Sales by PRODUCTS there are no differences in timeliness between the different aggregation levels (10 digit level by PRODSLOV, 8 digit level by PRODCOM, 6 digit level by CPA etc.).

Industrial Products Statistics data are published on the Statistical Office of the Slovak Republic website [www.statistics.sk](http://www.statistics.sk) within t+10 months in the electronic publication.

In the database DATACUBE were data published

[DATACUBE](#)

In the publication Annual Survey Results in Industry in the SR, Production and Sale of Selected Products were data published

### 14.2 Punctuality

The transmission of data to Eurostat is in accordance with the transmission programme laid down in article 7 of Council Regulation (ECC) 3924/91.

For the reference year 2017, data were transmitted o

Response rate is the same at the time data are provided to Eurostat and also at the time data are first published nationally.

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## 15 Coherence and comparability

### 15.1 Comparability - geographical

Production and Sales by Products on the base PRODSLOV List are presented for all territory of Slovak Republic.

### 15.2 Comparability - over time

Comparable time series for PRODCOM by NACE Rev.2 for Indicators Production and Sales are available since January 2008 for sections B,C,D,E for the 10 digit codes by PRODSLOV List and for PRODCOM by NACE Rev.1.1 for Indicators Production and Sales are available since January 2000 for sections B,C,D,E for the 10 digit codes by PRODSLOV List.

An extensive revision of NACE and CPA in 2007 has resulted in changes to PRODCOM from the year 2008.

Revision in NACE will also affect PRODCOM. PRODCOM data to the year 2007 based on NACE Rev. 1.1 have been backcasted to NACE Rev.2 by Eurostat.

### 15.3 Coherence - cross domain

Cross-checks are made between SBS, external trade and STS at micro and macro level.

We realise next types of comparison analysis:

- comparison in time and different sources: total amount of all products in questionnaire by value is compared with the results from the same questionnaire with other indicator "sales" surveyed by activity from annually SBS survey

- comparison in time: amount of each product is compared with average amount of all same products surveyed by all enterprises
- comparison with different sources: with the results from aggregation from monthly surveys to annual data

The cases with differences are further analysed and corrected, if necessary. The value of production for all the products in the same 4 digit NACE class are summed and compared with national turnover in that class according Structural Business Statistics.

#### 15.4 Coherence - internal

We aggregate sub-aggregates on the 10 digit level PRODSLOV codes to the to the main aggregates 8 digit PRODCOM codes and if users have special request on data we aggregated data also on the 6 digit codes or higher level.

We check unit price and comparability between different indicators as production and sales.

### 16 Cost and burden

Number of reporting units which have responded:

For \_\_\_\_\_, the estimated number of working hours spent by 1 respondent to fill-in the questionnaire:

### 17 Data revision

#### 17.1 Data revision - policy

Revisions are in conformity with standards, time-tested and transparent. They are described in decision ROZ-3/2018 Revision Policy of the SOSR.

According to Revision Policy of the SOSR the revised data are accompanied by all necessary explanations (reasons, character, etc.), they are accessible via the SOSR Portal.

The Revision Policy of the SOSR as well as all necessary explanations are accessible via the SOSR Portal. \_Revision Policy of the SO SR

A Calendar of Revisions is issued and published via the SOSR Portal. \_Calendar of the Revisions of the SO SR

We distinguish:

**Routine revisions** – regular revisions of data not influenced by change of methodology. In general, the monthly/quarterly data is considered to be preliminary.

Routine revisions of data may be necessary due to data available from quarterly enterprise surveys, new data received from reporting units, correction of price indices or corrected data from reporting units. The revised data for the last 3 months of the quarter are published together with the preliminary results of the following month/quarter. The publication of the revised data is done periodically in line with Calendar of revisions

**Extra-ordinary revisions** – not scheduled in the Calendar of revisions. Extra-ordinary revisions include revisions of definitive data due to changes of methodology, changes of classifications, change

of base year, changes of mathematical/statistical methods of data calculation. Those revisions may result in a break in time series of data. The users are informed via Press releases in advance. At present, numeric information on the size of revisions of data is not available. The policy on vintage database is laid down in the Revision Policy of SOSR. Practical implementation of the policy is being prepared in the statistical information system. Vintage database of raw data exists in source database and is not publicly accessible. Data and documents regarding the revision is kept. General information about revision and methodological explanation is published, if relevant. Coherence of the revision policy is respected for the data released nationally and disseminated to Eurostat.

## 17.2 Data revision - practice

Revisions of PRODSLOV data are realized in case of irregular revisions only if there is an important difference with previous surveyed data.

# 18 Statistical processing

## 18.1 Source data

A exhaustive survey by products for all industrial enterprises 20 and more employees. Enterprises with principal activity in Divisions 05 to 39 of SK NACE Rev. 2 and selected enterprises with a non-industrial principal activity.

All enterprises with 20 and more employees registered in the business register. In addition are statistically important (the decision about including them into survey of big enterprises was done by experts of particular activities, for example responsible for industry data);

- or have a turnover in excess of EUR 5 million.

The industrial enterprises are selected from among those with less than 20 employees in the business register which:

- are statistically important according to expert judgement;
- or have turnover in excess of EUR 5 million

The non-industrial enterprises are included if their value of production of a particular product is more than 50% of the average output for enterprises classified to the relevant NACE Class to which that product is typically related.

Threshold values and percentages: The survey population is made up of all enterprises with main industrial activity (classified in NACE Rev. 2 sections B to E) or non-industrial enterprises with important share of industrial activities, with 20 or more employees or significant annual turnover.

Frequency of updating the sample: Sample design is carried out once a year.

## 18.2 Frequency of data collection

Annual data collection.

## 18.3 Data collection

Data collection is organized by specialised section of the SO SR in Banska Bystrica. Each reporting unit /enterprise/ has to register with his name and password on the SO SR website and afterwards fill in electronic questionnaires at the beginning of the year for the previous year. Filled in questionnaire should be submitted on the SO SR website by reporting unit on the March 31, which is 90 days after the calendar day following the end of the reference year. Specialised section of the Regional office of the SO SR in Banska Bystrica controls the submission of the electronic questionnaires. The non-

responding units are informed about their reporting duty again electronically, by mail or by phone. Mainly phone reminders help considerably to cease the non-response rate. There are no problems with reporting discipline in the case of big enterprises.

The basic step in the process of unit non-response calculation is the analysis of population with regard to the status of activity of reporting units. For this purpose we use the classification of special response and non-response cases. The particular codes describing active and non-active units are allocated to every reporting unit. Afterwards we define eligible units: they are all active responding and non-responding units. In some cases it is not possible to obtain any information about the unit. In this case we suppose there is the same share of active and non-active units as in the known population. The part corresponding to active units we consider to be non-responding units.

#### **18.4 Data validation**

The data entry, data completeness and statistical control are organised by section of the SO SR in Banska Bystrica.

It has been distinguished between two levels of checking:

- formal checks, which are realised in the process of data entry automatically; (compatible with Validation level 0 and 1)
- informal checks aim of which is to control the complexity and relations among the variables ((compatible with Validation level from 2 to 5)

Most of the errors are directly consulted with the reporting units by our regional offices.

Data validation in Industry Department in Bratislava:

- Checks between indicators inside the electronic questionnaires.
- Comparision over time (previous year).
- Cross-survey checks (STS,SBS).

#### **18.5 Data compilation**

Data compilation at the section in Banska Bystrica and at the Central Statistical Office:

Running of the IT tools for detecting the errors. Data are corrected where necessary.

Non-response is treated by the imputation of data from annually survey a year ago.

Checks made against previous year data and where necessary the enterprise are contacted.

Checks the data with discussion with the enterprise.

Data are compared also with monthly survey.

#### **18.6 Adjustment**

Not relevant.

### **19 Comment**