

TWINNING CONTRACT
Support to the Statistics

Kosovo



MISSION REPORT

on

Timetable for retail trade survey as a means for improving STS

Activity no 3.3.1

Mission carried out by
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Statistics Denmark

30 September to 3 October 2014

IPA 2012

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List of Abbreviations

KAS	Kosovo Agency for Statistics
NACE	Statistical Classification of Economic Activities
SBR	Statistical Business Register
SBS	Structural Business Statistics
STS	Short Term Statistics
TAX	Kosovo Tax Authorities
ToR	Terms of Reference
VAT	Value Added Tax

Executive Summary

This first mission on the sub component was primarily used for assessing the current situation regarding retail trade statistics in KAS and to assist with planning and recommendations towards first publication.

The current situation regarding retail trade statistics in KAS is briefly described as follows:

- A sample was drawn from SBR by the end of 2012 and has been used for collection of survey data since then
- Survey data has been collected on a quarterly basis for the six quarters from beginning of 2013 to 2nd quarter of 2014
- Data has been collected and entered into a database
- Data has not yet been error checked and edited
- No imputations or estimations have been performed yet
- The plan is to publish quarterly figures for 2013-2014 by April 2015

The current sample was drawn with aid from an IMF expert. The population came from SBR and the statistical unit is enterprise. The population was stratified by 4-digit Nace rev. 1.1 activity codes. The largest enterprises in each stratum were chosen for the sample, and thereafter random enterprises were chosen until 80 pct. turnover coverage was obtained in each stratum.

The sample design makes it difficult to calculate weights for the enterprises in the sample. It was thus decided to do calculations without weights. This means that no grossing up of the survey data to the full population will be performed, and even more importantly no weighting to compensate for non-response within the sample will be applied. The latter makes it absolutely necessary to perform imputations for all non-response. During the mission various imputation methods were discussed.

The plan to publish figures for 2013-2014 by April 2015 seems ambitious, especially since at this stage only unedited data is available. However, since the methodology to be implemented is rather limited because of the lack of estimation, it is not impossible. It is essential to do a thorough work on error checking, editing and imputation before compiling totals and calculate indices.

It is recommended to follow the detailed plan in annex 4 towards first publication.

Future topics for further development of the statistics were also discussed briefly. Most points on the below list are topics to be covered in order to eventually be in compliance with the STS regulation. It is important to emphasize that a complete implementation of this lies well ahead in the future.

- Introduce other means of data collection (letters, e-mails, web forms, smart phone app)
- Improved IT systems to better facilitate error checking and editing, imputation
- New sample and new sample design (stratified simple random sampling with take-all and cut-off)
- **Monthly data collection and publication**

- Complete transition to Nace rev. 2
- Estimation according to new sample design, possibly with ratio estimation
- Deflation by CPI
- Seasonal and calendar adjustment

Next mission

There is one more mission planned for this sub component. It is recommended to have this mission in September next year, and obvious actions during this mission would be:

- Assessment of the published data and the methods used
- Assistance in introducing a new sample
- Assistance in introducing estimation methods

1. General comments

This mission report was prepared within the Twinning Project „Support to Statistics”. It was the first mission on sub component 3.3 regarding retail trade.

The concrete objectives of the mission were:

- A general assessment of the current situation regarding retail trade statistics in KAS.
- Short term planning towards first publication of retail trade data.

The consultants would like to express their thanks to all officials and individuals met for the kind support and valuable information which they received during the stay in Kosovo, and which highly facilitated the work of the consultants. All local experts showed great interest in the topics covered and thereby contributed to the success of this mission. Also a special thanks to the highly qualified interpreter.

The views and observations stated in this report are those of the consultants and do not necessarily correspond to the views of EU, KAS or Statistics Denmark.

2. Assessment and results

The current situation regarding retail trade statistics in KAS is briefly described as follows:

- A sample was drawn from SBR by the end of 2012 and has been used for collection of survey data since then
- Survey data has been collected on a quarterly basis for the six quarters from beginning of 2013 to 2nd quarter of 2014
- Data has been collected and entered into a database
- Data has not yet been error checked and edited
- No imputations or estimations have been performed yet
- The plan is to publish quarterly figures for 2013-2014 by April 2015

Sample

The current sample was drawn with aid from an IMF expert. The population came from SBR and the statistical unit is enterprise. The population was stratified by 4-digit Nace rev. 1.1 activity codes. The largest enterprises in each stratum were chosen for the sample, and thereafter random enterprises were chosen until 80 pct. turnover coverage was obtained in each stratum. The sample size ended at about 580 enterprises.

Data collection and questionnaires

Data is primarily collected via face-to-face interviews. The response rate is about 60 pct. The questionnaire used can be found in annex 3. During the mission the questionnaire was evaluated.

Error checking and editing

The data needs error checking and editing. During the mission various methods were discussed and hands-on examples were treated in Excel.

Imputation and estimation

The sample design makes it difficult to calculate weights for the enterprises in the sample. It was thus decided to do calculations without weights. This means that no grossing up of the survey data to the full population will be performed, and even more importantly no weighting to compensate for non-response within the sample will be applied. The latter makes it absolutely necessary to perform imputations for all non-response. During the mission various imputation methods were discussed.

Publication

A detailed plan for the activities towards first publication was made during this mission. See Annex 4. It was agreed upon to limit the first publication to retail trade turnover and number of employees only.

Other activities

In addition to the activities in connection with the assessment of the current status mentioned above, a number of other topics were also discussed during this mission:

- Summary of EU regulation on retail trade statistics
- Introduction to Danish methodology and practice regarding the production of retail trade statistics, in particular regarding imputation techniques
- Introduction to seasonal adjustment
- Long term planning

3. Conclusions and recommendations

A number of conclusions and recommendations came out of this mission.

Sample and estimation

The current sample design is not fit for estimation. The consequences are that the development of smaller enterprises is underestimated and that the extend of imputation gets very high. A new sample including a new sample design should be introduced by the end of 2015. A simple stratified random sample design is recommended, making the introduction of simple estimation methods possible. The sample should include a take-all limit and a cut-off based on VAT turnover.

Data collection and questionnaire

Sometime in the future the use of face-to-face interviews should probably be diminished. Although it probably increases the response it seems to be a time consuming and expensive collection method. The EU regulation demands monthly figure on retail trade turnover, so at some point a monthly data collection must be introduced to be in compliance with this regulation.

It was agreed that the split of retail turnover in export and domestic turnover is unnecessary. A number of questions in the questionnaire are only needed on a quarterly basis, either because they are only included for the benefit of National Accounts or because the regulation only demands quarterly data. When monthly data collection is introduced all these questions can be limited to a quarterly survey.

Time plan and planning ahead

The plan to publish figures for 2013-2014 by April 2015 seems ambitious, especially since at this stage only unedited data is available. However, since the methodology to be implemented is rather limited because of the lack of estimation, it is not impossible. It is essential to do a thorough work on error checking, editing and imputation before compiling totals and calculate indices.

It is recommended to follow the detailed plan in annex 4 towards first publication.

The main focus of this mission was on assessing the current situation and the planning towards first publication. However, future topics for further development of the statistics were also discussed briefly. Most points on the below list are topics to be covered in order to eventually be in compliance with the STS regulation. It is important to emphasize that a complete implementation of this lies well ahead in the future.

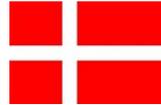
- Introduce other means of data collection (letters, e-mails, web forms, smart phone app)
- Improved IT systems to better facilitate error checking and editing, imputation
- New sample and new sample design (stratified simple random sampling with take-all and cut-off)
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Next mission

There is one more mission planned for this sub component. It is recommended to have this mission in September next year, and obvious actions during this mission would be:

- Assessment of the published data and the methods used
- Assistance in introducing a new sample
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Annex 1. Terms of Reference



EU Twinning Project KS12 IB ST 01 Support to Statistics

Terms of Reference:

Component 3: Business Statistics

Activity 3.3.1: Timetable for retail trade survey as a means for improving STS

Scheduling:

ToR –ready date: 16 September 2014

Start / end of activity: 30 September – 3 October 2014

Reporting time: 10 October 2014

Mandatory result of the component:

Mandatory Result	Intervention logic	Benchmarks	Sources of information	Assumptions
Mandatory Result 3.3	Preparing short-term statistic according to NACE Rev. 2	<ul style="list-style-type: none"> A number of STS time series revised according to NACE Rev. 2 by 8th project quarter 	<ul style="list-style-type: none"> Twinning Quarterly reports Mission reports 	<ul style="list-style-type: none"> Sufficient absorption capacity Access to administrative and survey data Low turn-over of staff involved in implementation Staff works on project related tasks in between missions

Subject / purpose of activity 3.3.1:

Introduction of retail trade statistics survey. Briefings on EU requirements for the survey according to relevant EU regulations and taking into account requirements from KAS National Accounts Division

Expected output of activity 3.3.1:

Mission report including road map and time schedule for introducing survey on retail trade statistics in Kosovo. Including recommendations for pilot survey. Discussions on the methodology to be used for this new activity. Suggestions for Terms of reference for other activities in Component 3.3.

KAS resources:

Mr. Ismajl Sahiti, Head of Division, ismail.sahiti@rks-gov.net (Component Leader)

Mr. HysniElshani, Head of sector, hysni.elshani@rks-gov.net

Mr. MuhametKastrati, Manager of database, muhamet.kastrati@rks-gov.net
 Ms. ValdeteNavakazi, Senior Officer for STS, valdete.navakazi@rks-gov.net
 Ms. LuljetaKrasniqi, Senior Officer for SBS, luljeta.krasniqi@rks-gov.net

KAS Twinning team:

Project Leader Mr. Ilir T. Berisha, Director of Economic Statistics and National Accounts, Ilir.T.Berisha@rks-gov.net
 RTA Counterpart Ms.Teuta Zyberi, International Relations Officer, teuta.zyberi@rks-gov.net

Member state resources:

Mr. Søren Kühl Andersen, Senior Adviser, Statistics Denmark, ska@dst.dk
 Ms. Karen Keller, Head of Section, Statistics Denmark, kke@dst.dk

Twinning resources:

Mr Per Knudsen, RTA, pkn@dst.dk
 Ms Nora Zogaj, RTA Assistent, nzogaj@yahoo.com

Description of the background for the activity

In the report from the overall mission on business statistics by mr. Peter Ottosen and mr. Søren Netterstrøm it is stated that data collection for Retail Trade started in 2013. The sample in 2013 was 580 enterprises from a frame of 16,000. The response rate was approximately 70-80 per cent in the first three quarters of 2013. Currently (February 2014) data collection for fourth quarter is being performed. Data collection for Retail Trade is done by an external company engaged to do a number of data collections. Industrial Production and Construction are collected by the seven regional offices of KAS. No data processing has been done for any of the STS statistics and no results have been published

This first mission on retail trade statistics survey in Kosovo should focus on introducing methodology and EU requirements for this statistics. The objective for the Twinning project is to publish Retail Trade, Industrial Production and Construction indices before the end of the project in December 2015.

A long term development plan for the retail trade statistics should be prepared in order for KAS to fulfil the requirements of the EU-legislation.

Activities to be undertaken in preparation for the mission:

List of attached documents

- Activity 3.1.1: Overall Assessment of Business Statistics and Prioritization of Actions (Ottosen & Netterstrøm)
- Adapted Global Assessment report (AGA)
- Program of official statistics 2013 -2017
- Strategic Development Plan 2009- 2013

(all reports from the Twinning project can be found at www.dst.dk/kosovo)

The expected activities are:

- Development of detailed plan for actions by the twinning program
- Road map and time schedule
- Discussions on methodology

Expected output:

- Mission report – according to template
- Detailed plan for KAS to follow to achieve the goal: A number of STS time series revised according to NACE Rev. 2 by 8th project quarter

Annex 1. Program, Retail Trade Survey. September/October 2014

Day	Place	Time	Event
1	KAS	09:30	Introductory remarks to this part of component 3
		09:45	KAS: Introduction to retail trade survey in Kosovo
		10:30	Coffee break
		11:00	MS: Introduction to EU requirements for retail trade statistics
		12:00	Lunch break
		13:15	MS introduction continued
		14:30	Coffee break
		15:00	Discussion
		16:00	Preliminary conclusions. Program for day 2 and 3 to be agreed upon
2	KAS	09:00-16:00	Program to be completed
3	KAS	09:00-16:00	Program to be completed
4	KAS	09:00-10.30	Workshop/wrapping up: Agreement on recommendations and time plan
		10:30	Coffee break
		11:30	Debriefing with BC Project Leader, Experts, Component Leader and RTA
		12:00	Lunch and report writing

Annex 2. Persons met

KAS:

Mr. Ilir T. Berisha, Director of Economic Statistics and National Accounts, Project Leader

Mr. Ismajl Sahiti, Head of Division

Mr. Hysni Elshani, Head of sector

Mr. Muhamet Kastrati, Manager of database

Ms. Valdete Navakazi, high officer for STS

Ms. Luljeta Krasniqi, Senior Officer for SBS

RTA Team:

Per Knudsen, RTA

Nora Zogaj, RTA Assistant

Interpreter

Annex 3. Questionnaire

Retail Trade

II TREGUES KRYESORË EKONOMIK			
Kodi	Treguesi	Nj.M.	Vlera në euro
TM1-2013			
ATN 120	Turnover from all activities -	Euro	-
ATN 110	Turnover from trade activitie	Euro	-
ATN 1121	Domestic turnover	Euro	
ATN 1122	Export	Euro	
ATN 240	Purchases in total	Euro	-
ATN 2401	Goods for resale	Euro	
ATN 2402	Other purchases		-
ATN 210	Monthly average for the quarter employess	Numër	
ATN 211	Employess with monthly average salary for quarter	Numër	-
ATN 220	Total number of working hours for the quarter	Numër	
ATN 230	Wages and salaries(gross)	Euro	
Stocks(price of cost)		Në fillim të tremujorit (01.01.2013)	Në fund të tremujorit (31.03.2013)
ATN 250	<i>Stocks(Total)</i>		
ATN 2501	Goods for resale		

Annex 4. Time plan

Publication of retail trade statistics by KAS

Short term plan

Output:

Value indices of retail trade turnover and employment only

Base year: 2013

Level of detail. To be decided.

Nace rev. 2

Time span. 1st qt 2013 – 4th qt 2014

Time plan:

Task	Start	Deadline
Error detection and editing of data for 2013Q1 to 2014Q2. Imputation of missing data for 2013Q1 to 2014Q2.	October 2014	End of 2014
Entering and error detection and editing of data for 2014Q3. Imputation of missing data for 2014Q3.	December 2014	End of 2014
Error detection and editing of data for 2014Q4. Imputation of missing data for 2014Q4.	March 2015	End of March 2015
Preliminary publication levels		End of 2014
Test calculations of indices on publication levels for 2013Q1 to 2014Q3	January 2015	End of January 2015
Quality checks of index results. Compare growth rates to growth in VAT turnover/administrative employment data (full population) on level of publication. Re-examine micro data in case of big discrepancies.	January 2015	Mid February 2015
Final decision on publication levels. Taking into account data quality and confidentiality issues.		Mid February 2015
Decide on dissemination media and channels. Prepare for dissemination.		End of February 2015
Test calculations of indices on publication levels for 2014Q4. Quality check results.	End of March 2015	Beginning of April 2015
Final calculation of entire time series. Quality check results.	Mid April 2015	
Publish data via the decided dissemination channels.		April 2015