**TWINNING CONTRACT**

# Support to the Statistics

# Kosovo



# MISSION REPORT

**on**
**Support to improvement of Statistical Business Registers:**
**Establish data loading procedure and user presentation**
**Component no 3.5.7**

Mission carried out by
Søren Netterstrøm, Statistics Denmark
19-22 January 2016

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*IPA 2012*

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# List of Abbreviations

| | |
|---|---|
| GSBPM | Generic Statistical Business Process Model |
| KAS | Kosovo Agency for Statistics |
| KBRA | Kosovo Business Registration Agency |
| NACE | Statistical Classification of Economic Activities, latest version revision 2 |
| SBR | Statistical Business Register |
| SBS | Structural Business Statistics |
| SIDA | Swedish International Development Cooperation Agency |
| SQL | Structured Query Language |
| STS | Short Term Statistics |
| TAX | Kosovo Tax Authorities |
| ToR | Terms of Reference |
| VAT | Value Added Tax |

# 1. General comments

This mission report was prepared within the Twinning Project „Support to Statistics". It was the 10th mission to be devoted to the Statistical Business Register (SBR) within Component 3 of the project.

The main topic of this mission was to make a review of the work carried out in order to have an online application for browsing and updating SBR.
Another important topic was the handling of unfinished transactions and any other issues that has been encountered during the development of SBR.

The consultant would like to express his thanks to all officials and individuals met for the kind support and valuable information which he received during the stay in Kosovo, and which highly facilitated the work of the consultant.

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

# 2. Status

There have not been any updates of SBR from administrative sources since last mission.
There has been a substantial progress in the development of the online application, but there is still much work left before a first version can go into production.

# 3. Online application

Mr. Kastrati has since the last mission made substantial progress on the online application. A very flexible search function allows the user to locate units of interest either on the level of enterprise or legal unit. All vital information on the unit selected (from a list of units meeting the search criteria) are displayed, including activity codes, a list of local units, data on turnover and data on employment.
It is easy to navigate from one type of unit to other units related to this unit, from enterprise to legal unit, from enterprise to local unit and from legal unit to enterprise.
It is possible to update statistical units. Administrative units can by definition not be updated.

The consultant has proposed a number of minor changes to the application. Some data was missing from the screen. For activity codes, it is suggested to only display active codes in the overview and then showing full history in a popup window on request. Similar for turnover and employment it is suggested to should only the calculated figure (code 89) in the main window.
In the list of units meeting the search criteria is suggested to show only unit identifier, name and address information, as the purpose of this list is only to be able to select the unit for which all detailed will be displayed. This also applies to the list of local units, details shown in a separate window upon request.

It was agreed that Mr. Kastrati would continue working on the application taking these suggestions into consideration.

During the mission the prototype application was used during the examination of unfinished transactions and proved were helpful.

## 4. Missing units from KBRA.

During the work with unfinished transaction it was discovered that the TAX register contains a number of units with a BR-number that cannot be located in data from KBRA.
Using the WEB-systems of TAX and KBRA it was confirmed that the units was recorded with TAX but could not be located in KBRA.

Mr. Kastrati will contact KBRA about this issue as this indicates that there has been some problems in KBRA. In total it seems that at least 1000 units are missing. Since KBRA is the primary source for legal units this issue should be solved.

## 5. Unfinished transactions.

The automated updated of SBR from KBRA might not always be able to determine how the statistical units should be updated.
An example is the case when the main legal unit, unit on which the enterprise is based, terminates and there are other legal units connected to the enterprise that are still active.
In this case an unfinished transaction is created. This requires manual intervention to determine which of the remaining legal units to select as the new main unit.
So far these cases have not been handled, due to the lack of an online system. During this mission the outstanding cases was identified and solved. A special procedure for handling this complex changed was established and used. The update procedure was also enhanced to handle the case when there is only one active legal unit remaining.
Finally it was discussed how the online application could be extended to handle unfinished transactions.
The suggestion is to have a special window that lists unfinished transactions. When selecting an unfinished transaction, the units relevant for solving the cases are display (in the case discussed above the enterprise and the local units). This can be done using the forms that already is in place.
The form for legal units would be extended with an action button that, once the new main unit has been identified will call the procedure that make the necessary updated to SBR. When solved, the unfinished transaction should be deleted from the database.

Similar functions should be established for other types of unfinished transactions.

During next mission a final review of this issue will be done. The goal is to have a situation where the number of unfinished transaction after the quarterly update is less than 100 and the time to process them is 1 or at the most 2 working days.

## 6. Next mission.

The next mission, to be carried out by Søren Netterstrøm is scheduled to take place from 22 February 2016. It will be the last mission on SBR in the twinning project.

The main topic will be a final review of the online application and any other outstanding business.

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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 3.5.7:        Support to improvement of Statistical Business Registers:**
**Establish data loading procedure and user presentation**

**Scheduling:**
**ToR –ready date:**         4 January 2016
**Start / end of activity:**   19-22 January 2016
**Reporting time:**         29 January 2016

## Mandatory result of the component:

| Mandatory Result | Intervention logic | Benchmarks | Sources of information | Assumptions |
|---|---|---|---|---|
| **Mandatory Result 3.5** | **Support to improvement of Statistical Business Register (SBR)** | • Mission report stating the most prioritized action areas for improving the business register uploaded on project homepage<br>• Adjusted timetable and road map for improvements developed<br>• Recommendations for new procedures to ensure seamless updating of the SBR from available sources given<br>• Draft of correspondence table between NACE Rev 1.1 and NACE Rev 2. Updated<br>• Correspondence table between NACE Rev 1.1 and NACE Rev 2 finalized | • Twinning Quarterly reports<br>• Mission reports<br>• Roadmap<br>• Timetable | • Sufficient absorption capacity<br>• Low turn-over of staff involved in implementation<br>• Staff works on project related tasks in between missions<br>• A detailed Terms of Reference is developed in a timely manner detailing tasks (input), expected output, participants of the activity and agenda |

**Subject / purpose of activity: 3.5.7 activity**
This mission is a continuation of the last mission on SBR in December 2015. Missions on SBR are planned to take place every second month until the end of the project.

The previous mission dealt with a general review of the process creating the statistical units in SBR, a discussion about the need for Enterprise Groups and how to deal with kind Of Activity Units.

This mission will include work on the online application and Local Units. Further the mission will discuss the sustainability of the SBR project.

**Expected output of activity 3.5.7:**
Mission report – describing the progress made since last mission.
Assesment of the work done so far
Discussions on sustainability of the SBR project
Updating time table
Suggestions for Terms of reference for next activity dealing with SBR.

**KAS resources:**
Mr. Muhamet Kastrati, Manager of database, muhamet.kastrati@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 Netterstrøm, Business Statistics Expert, Statistics Denmark, sne@viv.dk

**Twinning resources:**
Mr Per Knudsen, RTA, pkn@dst.dk
Ms Nora Zogaj, RTA Assistent, zogaj.nora@gmail.com

**Description of the background for the activity**
This mission is based on the plan made by the MS expert and the expert from KAS during the last mission.

**Activities to be undertaken in preparation for the mission:**
- All reports from Component 3 Business Statistics are available at dst.dk/kosovo

**The expected activities are:**

- Following up on activities since last mission
- Assessment of the work done so far
- Discussing sustainability of the SBR project
- Further development of the database and the interface

**Expected output:**

- Mission report – according to template
- Recommendations on enterprise groups
- Detailed plan for further activities to be completed regarding SBR in Kosovo by the twinning program

## Annex 1. Program, - January 2016

| Day | Place | Time | Event |
|---|---|---|---|
| | | | |
| **1** | KAS | 09.00 | KAS: Current status of the SBR |
| | | 10:30 | Coffee break |
| | | 11:00 | Planning the week. Assessment of the SBR and work done. Discussing sustainability |
| | | 12:00 | Lunch break |
| | | 13:30-15:30 | Assessment of the SBR and work done Discussing sustainability |
| | | | |
| **2** | KAS | 09:00-16:00 | Assessment of the SBR and work done Discussing sustainability |
| | | | |
| **3** | KAS | 09:00-16:00 | Hands on SBR |
| | | | |
| **4** | KAS | 09:00-16:00 | Hands on SBR |
| **5** | KAS | 09:00 | Report writing |
| | | 10:00 | Debriefing: Expert, Component Leader, BC Project Leader, RTA |
| | | 10:30 | Coffee break |
| | | 10:00 | Report writing |
| | | 12:00 | Lunch break |
| | | 13:00 | Report writing |

# Annex 2. Persons met

**KAS resources:**
Mr. Muhamet Kastrati, Manager of database, muhamet.kastrati@rks-gov.net
**KAS Twinning team:**
Project Leader Mr. Ilir T. Berisha, Director of Economic Statistics and National Accounts,
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**Member state resources:**
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**Twinning resources:**
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