

TWINNING CONTRACT

BA 15 IPA SR 01 17

Support to the reform of the statistics system in Bosnia and Herzegovina



MISSION REPORT

Activity 2.2.4:
Analysis of the response burden on companies in SBS and quality report for SBS
Component 2: Business Statistics

Mission carried out by
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List of Abbreviations

BHAS	Agency for Statistics of Bosnia and Herzegovina
BiH	Bosnia and Herzegovina
CBBH	Central Bank of Bosnia and Herzegovina
EC	European Commission
EU	European Union
FBiH	Federation of Bosnia and Herzegovina
FIS	Institute for Statistics of Federation of Bosnia and Herzegovina
LIS	Local Statistical Institution
MS	EU Member State
RSIS	Institute for Statistics of Republika Srpska
RTA	Resident Twinning Adviser
SBS	Structural Business Survey
SI	Statistical Institute
SD	Statistics Denmark
ToR	Terms of Reference

Executive Summary

During the mission, several topics have been discussed, relating to the response burden on enterprises and on the quality report on the survey on Structural Business Statistics (SBS). It is the assessment of the MS consultant that the work in BiH is of a high quality.

During the mission different materials and background materials was presented, in order to provide a common understanding of possibilities according to the ToR.

The materials presented was:

- Methodology of measuring the response burden
- 2 Excel spreadsheets as tools for calculating response burden across more surveys in a common way
- Going administrative (the use of administrative data in SD, and the impact on burdens)
- Quality reports on SBS (in SD)

Some finding and recommendations has been discovered during the mission, which could be a possible input to the future work in BiH on response burden and quality reports, which will be indicated below.

1. General comments

This mission report was prepared within the EU Twinning Project "Support to the reform of the statistics system in Bosnia and Herzegovina". It was the Second mission to be devoted to administrative burdens within Component 2: Business Statistics of the project.

The purposes of the mission were:

- Follow up from the previous mission
 - Presentation on the burden on companies in SBS
 - Presentation of draft quality report for 2017 (new method)
- Presentation of good practices
- Discussion of how to measure the burden on companies
- Discussion of preparing quality report for SBS

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 Bosnia-Herzegovina 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, BHAS, FIS, RSIS, CBBH, Statistics Denmark, INSEE, Statistics Finland and Croatian Bureau of Statistics.

2. Assessment and results

It is the assessment of the MS consultant, that the work in BiH on response burden and quality report is very relevant and of a high quality. Some main findings have been discussed during the mission.

Administrative and other data

1. New methodology has reduced the burden significantly, due to use of administrative and other data from 2017
2. Administrative and other data is an important source of reducing the cost of statistical production

Response burden on companies

1. Data on the reporting burden of SBS has been collected by the SIs in BiH, and the results of the preliminary calculation of the burden was presented
2. A lot of variation in the time used to fill in the questionnaire have been found
3. The methodology on measuring the burden on respondents was discussed into details – focus was the SBS survey
4. Two proposals for a common methodology for calculating the burden on respondents in BiH was presented by the experts
5. The response burden on SBS in BiH was calculated for 2016 and 2017
6. A significant reduction in the burden was observed
7. Pros and cons of using the *mean* value or the *median* as representative of a typically efficient enterprise was discussed.

Quality report on SBS

1. The experts presented best practices for quality reports, based on worked carried out in this area in recent years in SD
2. BHAS presented the draft quality report for SBS in BiH
3. Specific items of the quality report was discussed

3. Conclusions and recommendations

During the mission, some possible initiatives in BiH was discussed. Based on these discussions, the experts made the following conclusions and recommendations.

Conclusions

In general, it is the opinion of the experts, that the work done in the SBS with relation to the topics in focus, are very far ahead, and the expected outcomes of the component are close to being fulfilled. This is also reflected below in a limited number of recommendations.

During the mission the burden on the reporting units have been calculated for 2016 and 2017, in accordance with the expected output for the mission.

In SD time consumed is reported in a way, so a few outliers can scew the mean value drastically. SD therefore uses median value, instead of mean, and we have the understanding that other NSI uses the same approach. The advantage of using median value is, that there is no need to conduct manual outlier detection.

The quality report for SBS has been written in draft, and has been discussed during the mission. It is the opinion of the experts, that the quality report is so far ahead, that it can be completed with little effort, and is thus close to be ready for publication.

The entry on *costs* was discussed during the mission. In SD we have chosen to only report the respondent burden in this field, since the costs producing statistics can not be measured in a simple way. There are many differences in how we organize the production, and it is difficult to measure cost for single statistics in a common way.

The activities for the next mission has been discussed, in the light of the work already completed. The timing and ToR of the next mission will be decided at a later time in collaboration with the RTA.

Recommendations

Administrative data

1. Full access to administrative data is important, and it is recommended that the work to assure this access should continue

Response burden on companies

1. Initiatives to reduce the burden should continuously be applied on all statistics, e.g.
 - a. using administrative or other data to lower sample or reduce number of questions in questionnaire
 - b. presenting respondents with known information when reporting
 - c. applying more user friendly reporting solutions
2. The result of the calculation of the response burden on SBS should be included in the Quality report on SBS
3. Only structural changes in the burden should be measured on SBS from now on
4. The possibility to use median value instead of mean should be considered, to save time on outlier detection
5. The burden on all surveys in BiH should be calculated using a common methodology

Quality report

1. BiH is encouraged to continue the good work, and finalize the quality report and publish it according to normal practice
2. The experts recommends that quality reports are written with the external users in focus
3. In SD not all parts of the quality report are published, as some parts are only relevant to internal users. It is recommended that BiH consider a similar approach, if relevant.

Annex 1. Terms of Reference

Terms of Reference

EU Twinning Project BA 15 IPA ST 01 17

Component 2: Business Statistics

Sub-component 2.2: Structural Business Statistics

02-05 September 2019

Hosting Institution: FIS, Zelenih beretki 26, Sarajevo

Activity 2.2.4: Analysis of the measured burden on companies in SBS and quality report for SBS

1. Mandatory result and benchmarks for the component

Mandatory result:

- Use of administrative data for producing structural business statistics established by 8th project quarter

Benchmarks:

- Inventory of existing administrative data source for the compilation of structural business statistics variables prepared by 1st project quarter
- Agreement with provider/s of administrative data sources made by 8th project quarter
- First structural business statistics variables based on administrative data produced by 8th project quarter
- Burden of reporting units calculated by 8th project quarter
- Updated methodological document on structural business statistics developed by 8th project quarter
- Quality report for Structural business statistics developed by 8th project quarter

2. Purpose of the activity

- Follow up from the previous mission
 - Presentation on perceived burden on companies in SBS
 - Presentation of draft quality report for 2017 (new method)
- Presentation of good practices
- Discussion of how to measure perceived burden on companies
- Discussion of preparing quality report for SBS

3. Expected output of the activity

- Burden on reporting units calculated
- Quality report developed
- Input provided to the ToR of next activity

4. Participants

Agency for Statistics of BiH (BHAS)

- Bojana Cicovic, Specialist in Business Statistics Department
- Vesna Šehovac, IT specialist
- Azur Đapo, Senior Officer for SBS

Institute for Statistics of Federation of BiH (FIS)

- Alma Čolpa, Advisor for SBS
- Aida Halilović, Senior advisor for SBS

Institute for Statistics of Republika Srpska (RSIS)

- Danica Babić, Senior Officer for SBS
- Slađana Nikić, Senior Officer for SBS

MS Experts

- Carsten Zorning, Statistics Denmark
- Jesper Moltrup-Nielsen, Statistics Denmark

Twinning Project Administration

- Katja Møller Hjeltvang, RTA
- Đemka Šahinpašić, RTA Assistant
- Svjetlana Pavičić

Agenda

Location: Zelenih beretki 26, Sarajevo

Time	Day	Place	Event	Purpose / Details
9:00-11:00	02 September Monday	Hotel	MS experts briefing with the RTA	Discuss the programme Preparation of activity
	02 September Monday	FIS	Meeting with BC Experts	Follow up from the previous missions Presentation on perceived burden on companies in SBS
9:00-12:00	03 September Tuesday	FIS	Meeting with BC Experts	Follow up from the previous missions Presentation of draft quality report for 2017 (new method)
13:00-15:30	03 September Tuesday	FIS	Meeting with BC Experts	Presentation of good practices
9:00-12:00	04 September Wednesday	FIS	Meeting with BC Experts	Discussion of how to measure per- ceived burden on companies
13:00-15:30	04 September Wednesday	FIS	Meeting with BC Experts	Discussion of preparing quality re- port for SBS
9:00-12:00	05 September Thursday	FIS	Meeting with BC Experts	Agreement on summary mission re- port
				Identification of work to be done until next activity.
				Input to ToR of next activity Conclusions and next steps

Annex 2. Persons met

See Terms of Reference.