

Albania Statistical Business Register Maintenance Procedures and Policy

Flutura Sala¹

Abstract

Institute of statistics of Albania (INSTAT) has established and is maintaining Statistical Business Register (SBR) which is an essential tool for statistics:

- serves as a statistical frame for economic surveys;
- serves as a basis for grossing-up results from sample surveys to produce business population estimates;
- produces enterprise indicators.

After establishing the register, the most important task is to keep an up to day register. For maintenance purposes enterprises are divided in four groups: enterprises with specific activity (strategic branch), enterprises with 10 and more employed, multi-locations enterprises, and public institutions.

A system for updating the SBR is essential for the preparation of reliable time series. SBR is updated yearly by difference sources such as: administrative data and business survey data. Mostly of the updating procedures are done automatically but for enterprises in some strategic branch such as: produce and distributes electricity enterprises, railway enterprises the process is more manual and with a lot of attention from the unit staff, because they play an important role in economic statistics.

A list of enterprises in strategic branch and some biggest enterprises is creating and their NACE codes are keeping fix SBR.

The most important administrative data used for updating the SBR are coming from National Registration Center (NRC), and Tax Registers.

The SBR is updating yearly and priority rules are implementing if the different sources provide different information for the same enterprise.

INSTAT conducted Census of Enterprises in November 2010. The objectives achieved by census are: Improving the quality of the existing variables; Set up the Register of Local Units which did not exist; The double classification of the activity according to the existing nomenclature NVE Rev. 1.1 and the new one NVE Rev. 2.

Keywords: business register, administrative data, NACE, enterprise

1. Introductions

INSTAT has building up in 1994 Administrative Business Register, and in 1998 is maintaining Statistical Business Register (SBR). SBR is based on administrative sources

¹ Flutura Sala, Institute of Statistics, INSTAT, Bul: Zhan D'Ark, Tirana Albania,
email: frama@instat.gov.al.

[Note: combine mailing addresses whenever possible].

provided by General Directory of Taxation (GDT) and from 2007 also by National Registration Centre (NRC) as the important reform for simplifier registration of new business registration procedures.

The variables of Business Register are broadly divided into these categories:

- Identification variables (ID number (NIPT), Legal form, Ownership, Name, Address, Communication (Tel, Fax, etc.);
- Stratification variables (Main economic activity, Size by employed, Geographical location, Institutional sector);
- Demographic variables (Date of creation, Date of cessation).

- Enterprise Register is updating yearly and the sources for updating are:
- Administrative sources (Information from NRC, GDT, Ministry of Finance; VAT file; Annual account of enterprises);
- Statistical sources (Multi-locations enterprise survey, Newly Created Enterprises survey; Annual Structure Survey; Quarterly survey, STS; Production Price survey, PPI; Other surveys).
- Other sources: Contacted with enterprises, checked by enterprises website etc...

2. Census of Non agricultural Economic Enterprises

Census of enterprises was one of the main components of the project supported by the European Commission, in the framework of IPA 2007 Project. Census was conducted during November 2010.

The objective of census was to bring updated statistical registers according to EU recommendations and standards, to produce reliable, accurate economic statistics to the user's hands. The census made possible:

- Improved the quality of the existing variables;
- The double classification of the activity according to the existing nomenclature NVE Rev. 1.1 and the new one NVE Rev. 2;
- Set up of the Register of Local Units which did not exist and among other will be a base to calculate the regional indicators.

3. Local Unit Register

The innovation of the Census of Economic Enterprises is the set up of Local Units Register. This register is the base for calculating the regional indicators. To enable the right information for the local units has been prepared a special chapter in the questionnaire.

In 2012 INSTAT started a new survey, in order to update Local Unit Register. Multi-location enterprise survey is regularly yearly survey. Enterprise with 50 and more are part of survey as well as multi-location enterprises. The addition of a question to the SBS for reference year asking for businesses to say if they have more than one local workplace is going to identified and to be part of survey others enterprises with more than one location. The questionnaire is prepared by pre-printed information from Local unit register, previous year.

4. Implementation of NACE Rev.2

NACE Rev.2 entered in force in June 2014. From 1 January 2015 all institutions are working to this common classification. INSTAT is preparing and delivery of relevant training. Some kind of training is planning during September on implementation of new classification to NRC, GDT and ministries staff that used NACE classification. A software tool with old and new classifications and their relation is developed by INSTAT in is putting in website in order to help internal and external users.

Despite this, NACE Rev.2 was implemented in SBR since 2010. Census of enterprises was a good opportunity to implement NACE Rev.2. In SBR is added one variable: Description by words of main activity as enterprises declared. It is helping tool to put NACE Rev.2 and to control consistencies between them.

4.1 Checking NACE Rev 2 coding on the SBR

An extra work was carried out by SBR staff. One way to quite quickly determine the accuracy of NACE Rev2 coding on the SBR was to produce lists of the business descriptions sorted by their 4-digit NACE code. As the business descriptions are grouped by their common 4-digit NACE code, it is quite straightforward to visually inspect these lists, and identify those businesses where a business description is inconsistent with the 4-digit NACE code it has been allocated to.

Firstly was controlled enterprise with 10 and more employed, 5-9 employed and for others to prepare a sample with 5,000 enterprises.

In carrying out the check the SBR team of business descriptions by 4-digit NACE they found that it was indeed quite a quick exercise.

Table 1: The results of the check are:

NACE Rev 1.1	Total		No. Enterprises		
	number	%	10+ employed	4-9 employed	1-4 employed
Total ent. controlled	15,760		5,550	5,235	4,975
Total changes	286	1.81	149	49	88
Changes in NACE , division level(2digit)	105	0.67	34	28	43
Changes in NACE class level (4-digit)	181	1.15	115	21	45

What this shows is a very creditable quality position for the BR. In round figures they show that NACE code allocated is consistent with the business description in 99 % of cases at the 2-digit level, and 98.8 % at the 4-digit level.

The quality of the SBR for these units now after this exercise is even higher than this, assuming that the SBR team having identified the errors in the check have then corrected those found to be in error.

Certainly at the end of this exercise SBR has NACE Rev2 4-digit codes that are entirely consistent with the textual business description for that unit. SBR will repeat this exercise each year as well SBS and STS.

5. Business Register Interface

In collaboration with Swedish expert from SCB (under SIDA project) an IT application /interface that will be integrated with the data model of business register is setting up. The main goal of the interface is for internal uses, the information of the business register will be accessible from different sectors based on their interests. This application will simplify and optimize the work done on the requests coming from other sectors. The content and functionalities it will contain, who will be the users and the scope of rights that they will have on accessing the information of business register are just designed.

6. SBR and Metadata

Statistics Sweden has developed a metadata system called MetaPlus for storing and describing populations/objects, variables and classifications/value domains in a structured way. Swedish metadata system MetaPlus is implementing in INSTAT and SBR team prepared all kind of information based on MetaPlus structure and served to test the system. So SBR is storing now and will serve as a good example for all statistics.

7. Business Demography

After publishing the publication on SBR with NACE Rev.2 some tables were produced on Business Demography in line with the requirements of the SBS Regulation Annex IX. In the next future a full set of Annex IX BD tables will be produced and analyzed by INSTAT.

Business demography preparing at enterprise level by SBR, show details such as at the sub-national (regional) level, by size band, by foreign ownership and for trends over time.

In the future business demography will be produced at the local unit level as well as the enterprise.

8. Quality Reports

The BR Quality Report for 2012 is complete for the first time. Quality Report is preparing following six criteria or aspects of quality relating to official statistics. The next SBR Quality Report is going on and could be published on website.

9. Future plans

1. Development and implementation of a strategy for good collaborations with public institutions, statistical agencies and other bodies, in order to use

completely in best way all administrative sources. A standardized forms by SBR team is preparing;

2. Memorandum of Understanding between INSTAT, NRC and DPT is under discussion in order to provide necessary and quality administrative data;
3. Setting up Register User Groups that meets regularly to share experiences, plans and issues on the BR. One User Group for internal users of the SBR within INSTAT, and another that involved the main external bodies who are either users or data providers for the SBR. The NRC and GDT would be key members of such a SBR User Group involving external bodies. This external BR User Group may be one way of improving the working arrangements between ISTAT, NRC and GDT. The formality brought about by INSTAT setting up one or two BR User Groups would help, through the minutes of these meetings, in providing a record of the relevant matters being discussed.
4. Collaborations with private companies to provide fresh information on statistical units, in order to increase the quality of databases;
5. Started new surveys in order to increase the quality of SBR and to provide the new indicators. SBR team is planning to start a business demography survey, at least covering the large and medium enterprises on the SBR;
6. Increasing capacities of INSTAT staff by training or technical assistance with others NSI or projects, in order to improve the Albanian Statistics to meet the EU requirements and offer better service to all users.

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