

## Quarterly Statistical Survey of Enterprises

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2. Metadata update	
2.1. Metadata last certified	August 22, 2023
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3. Statistical presentation	
<b>3.1. Data description</b>	
<p>Within the quarterly statistical survey of enterprises, 8 indicators are published:</p> <ol style="list-style-type: none"> <li>1. Turnover;</li> <li>2. Production value;</li> <li>3. Number of persons employed;</li> <li>4. Number of employees;</li> <li>5. Average monthly remuneration of employed persons;</li> <li>6. Personnel cost;</li> <li>7. Total purchases of goods and services;</li> <li>8. Purchases of goods and services for resale.</li> </ol> <p>These data is published:</p> <ol style="list-style-type: none"> <li>1. By size of enterprises;</li> <li>2. By types of economic activity;</li> <li>3. By types of ownership;</li> <li>4. By organizational-legal forms;</li> <li>5. By regions.</li> </ol> <p>Since the 2017 year data is published by a new methodology for determining enterprises size, according to which:</p> <p><b>The large size enterprise</b> is an enterprise, where the average annual number of employed exceeds 249 persons or volume of annual turnover – 60 million GEL.</p> <p><b>The medium size enterprise</b> is an enterprise, where the average annual number of employed ranges from 50 to 250 persons or the annual turnover – from 12 million to 60 million GEL.</p> <p><b>The small size enterprise</b> is an enterprise, where the average annual number of employed does not exceed 50 persons and the annual turnover – 12 million GEL.</p>	
<b>3.2. Classification system</b>	
The National Classification of Economic Activities (NACE Rev. 2).	
<b>3.3. Sector coverage</b>	
Quarterly statistical survey of enterprises involves the entire business sector (non-financial corporations), except of financial corporations (banks, microfinance organizations, etc.).	
<b>3.4. Statistical concepts and definitions</b>	
<p><b>Active Enterprise</b> – All non-financial corporations that were active (Income from the sale of goods and services is accrued during the year and / or remuneration is accrued to employees) during the reporting period.</p> <p><b>Enterprise</b> – The economic unit that produces goods or services and independently makes economic decisions about distribution of its resources (holds a definite degree of freedom in making decision). The enterprise carries out one or more economic activities on one or more locations. The enterprise may be individual (physical) or legal entity.</p>	

<p><b>Local unit</b> – An enterprise or part thereof located in a geographically identified place.</p> <p><b>Turnover</b> – Income received from sales of goods or service (without VAT and excise tax).</p> <p><b>Production</b> – The quantity of manufactured products and the volume of realized products, including changes in the goods and services purchased for the purchase, also including the changes in supplies material working capital.</p> <p><b>Capitalized products</b> – The value of the goods manufactured by their own resources and remains to the producers for their final consumption or investment. In the last one is considered to be both basic material and intangible assets (such as software, etc.). The products created for their own use are products that are not for sale and its value will be evaluated according to the basic price on similar products. If it is impossible, the assessment is based on the cost of production. It should be noted that capitalized goods may also be involved in investments.</p> <p><b>Purchase of goods and services</b> – The value of all goods and services purchased during the accounting period for resale or consumption in the production process, excluding capital goods (the consumption of which is registered as consumption of fixed capital).</p> <p><b>Purchase of goods and services for resale</b> – Goods and services purchased during the accounting period are intended for resale without changing form and properties. The indicator is calculated at the purchase price without VAT and excise tax.</p> <p><b>Number of employed persons</b> – Employees (employed, employed founders and family members employed in the family enterprise) average amount of time during the accounting period.</p> <p><b>Number of employees</b> – Persons employed in the enterprise whose labor relations are regulated by an agreement with the enterprise or contract, and who have been paid and / or were paid.</p> <p><b>Labor cost</b> – Assessment of all expenditures accrued on staff during the reporting period: salary remuneration (salary, supplement, bonus, allowance, etc.) which charged to employee (including income tax) or issued in natural form during the reporting period. Also social assistance from enterprise funds, costs, education, health, cultural and other aspects).</p>
<p><b>3.5. Statistical unit</b></p> <p>Enterprise.</p>
<p><b>3.6. Statistical population</b></p> <p>All active enterprises whose economic activities are not related to the following sections of the National Classification of Economic Activities (NACE Rev. 2):</p> <ul style="list-style-type: none"> <li>K – Financial and insurance activities;</li> <li>O – State governance and defense, compulsory social security;</li> <li>T – Households, as employer, activities; Production of non-differentiated goods and services for household consumption;</li> <li>U – Exterior Organizations Activities.</li> </ul> <p>The size of the quarterly statistical survey of enterprises is about 12 500.</p>
<p><b>3.7. Reference area</b></p> <p>The entire territory of Georgia, except for the occupied regions.</p>
<p><b>3.8. Time coverage</b></p> <p>From 1999.</p>
<p><b>3.9. Base period</b></p> <p>-</p>
<p><b>4. Unit of measure</b></p> <p>Quantity, GEL.</p>
<p><b>5. Reference period</b></p> <p>Quarter.</p>
<p><b>6. Institutional mandate</b></p> <p><b>6.1. Legal acts and other agreements</b></p> <p>The Law of Georgia on Official Statistics;  <a href="https://www.geostat.ge/media/20817/latest-Law-of-Georgia_2018.pdf">https://www.geostat.ge/media/20817/latest-Law-of-Georgia_2018.pdf</a></p>

<p>Statistical Work Programme (annual);  <a href="https://www.geostat.ge/en/modules/categories/307/statistical-work-programme">https://www.geostat.ge/en/modules/categories/307/statistical-work-programme</a>  Charter of the National Statistics Office of Georgia.  <a href="https://www.geostat.ge/media/20845/10%2Csaqstatis-konsolidirebuli-debuleba.pdf">https://www.geostat.ge/media/20845/10%2Csaqstatis-konsolidirebuli-debuleba.pdf</a></p>
<b>6.2. Data sharing</b>
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<b>7. Confidentiality</b>
<b>7.1. Confidentiality – policy</b>
<p>1. The Law of Georgia on Official Statistics:</p> <ul style="list-style-type: none"> <li>• According to the article 4 of the law individual data collected by statistical agencies for statistical compilation, whether they refer to natural or legal persons, are to be strictly confidential and used exclusively for statistical purposes.</li> <li>• According to the article 28 (Observing Confidentiality of Statistical Data) of the law 1. The data collected for the purpose of producing official statistics shall be confidential if it allows for identification of observation unit or it is possible to identify such data through it. 2. The confidential statistical data shall not be issued or disseminated or used for a non-statistical purpose but for the exceptions envisaged by the Georgian legislation. 3. When producing the official statistics, it is obligatory to destroy or store separately the identity data including the questionnaires containing such data and used for statistical surveys according to the rules defined in the Georgian legislation.</li> <li>• According to the article 29 (The Obligations and Responsibilities of the Employees of the Geostat) of the law the confidential statistical data collected and processed for the purpose of statistical survey shall not be used or disseminated by the employees of the units of the Geostat.  <a href="https://www.geostat.ge/media/20817/latest-Law-of-Georgia_2018.pdf">https://www.geostat.ge/media/20817/latest-Law-of-Georgia_2018.pdf</a></li> </ul> <p>2. Data Confidentiality Policy at Geostat  <a href="https://www.geostat.ge/media/20860/Data-Confidentiality-Policy-at-Geostat_Eng.pdf">https://www.geostat.ge/media/20860/Data-Confidentiality-Policy-at-Geostat_Eng.pdf</a></p> <p>3. Public Use Microdata Dissemination Policy at Geostat  <a href="https://www.geostat.ge/media/20862/Microdata-Dissemination-Policy_Eng.pdf">https://www.geostat.ge/media/20862/Microdata-Dissemination-Policy_Eng.pdf</a></p> <p>4. The Law of Georgia on Personal Data Protection  <a href="https://matsne.gov.ge/en/document/view/1561437?publication=9">https://matsne.gov.ge/en/document/view/1561437?publication=9</a></p>
<b>7.2. Confidentiality – data treatment</b>
<ul style="list-style-type: none"> <li>• Confidentiality guidelines.</li> <li>• Written undertakings by an employee of Geostat on ensuring confidentiality of gained/collected data as a result of official duties.</li> </ul>

<b>8. Release policy</b>
<b>8.1. Release calendar</b>
Data dissemination dates are defined by the calendar developed on the basis of the Statistical Work Programme, which is published on the website of Geostat and is publicly available.
<b>8.2. Release calendar access</b>
<a href="https://www.geostat.ge/en/calendar">https://www.geostat.ge/en/calendar</a>
<b>8.3. User access</b>
All users have the equal access to the statistical data simultaneously.

<b>9. Frequency of dissemination</b>
Quarter.

<b>10. Accessibility and clarity</b>
<b>10.1. News release</b>
A Press release are attached to the results of the survey: <a href="https://www.geostat.ge/en/single-news/2862/activities-of-enterprises-i-quarter-2023">https://www.geostat.ge/en/single-news/2862/activities-of-enterprises-i-quarter-2023</a>
<b>10.2. Publications</b>
Quarterly Bulletin:

<a href="https://www.geostat.ge/en/single-archive/3390">https://www.geostat.ge/en/single-archive/3390</a>
<b>10.3. On-line database</b>
The online database is presented on the website of the National Statistics Office of Georgia, in the format of program PC-Axis: <a href="http://pc-axis.geostat.ge/PXWeb/pxweb/en/Database/">http://pc-axis.geostat.ge/PXWeb/pxweb/en/Database/</a>
<b>10.4. Micro-data access</b>
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<b>10.5. Other</b>
The survey results are located in the form of tables on the Geostat website: <a href="https://www.geostat.ge/en/modules/categories/326/statistical-survey-of-enterprises">https://www.geostat.ge/en/modules/categories/326/statistical-survey-of-enterprises</a>
<b>10.6. Documentation on methodology</b>
Documentation on methodology is available on the Geostat website: <a href="https://www.geostat.ge/en/modules/categories/121/methodologia-business-statistics">https://www.geostat.ge/en/modules/categories/121/methodologia-business-statistics</a>
<b>10.7. Quality documentation</b>
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<b>11. Quality management</b>
<b>11.1. Quality assurance</b>
To ensure the quality of the statistical processes and products Geostat follows Article 4 – Basic principles of official statistics – of the Law of Georgia on Official Statistics, as well as the European Statistics Code of Practice, the UN Fundamental Principles of Official Statistics and Quality Assurance Framework of the European Statistical System (QAF).
<b>11.2. Quality assessment</b>
Methodology and Quality Management Division of Geostat, along with the sectoral departments, is responsible for the quality of the produced statistical products and processes. The Division carries out quality audit of statistical processes and assesses the risks for the quality of statistical processes and products. Geostat has developed policy documents, guidelines and standard routine descriptions. These documents ensure the standardization of statistical processes and products and the establishment of a unified quality assurance system.

<b>12. Relevance</b>
<b>12.1. User needs</b>
The main users are: business sector, researchers and students, international organizations, state institutions, media outlets, etc. They need these data to carry out different types of statistical analysis, to plan a marketing strategy or to evaluate and study the economic situation.
<b>12.2. User satisfaction</b>
In 2021 user satisfaction survey was conducted, the target of the survey was to analyze the assessment of quality of statistical data by users and explore ways to improve user services. The survey report is available on the website of Geostat (in Georgian): <a href="https://www.geostat.ge/ka/page/customer-service">https://www.geostat.ge/ka/page/customer-service</a>
<b>12.3. Completeness</b>
The data comply to international standards.

<b>13. Accuracy and reliability</b>
<b>13.1. Overall accuracy</b>
Comparison of the processed data with the relevant data of the previous period. In some cases, in the data processing, information is being verified in administrative sources and with representatives of the enterprise.
<b>13.2. Sampling error</b>
<ol style="list-style-type: none"> <li>1. At the country level does not exceed 0.5%;</li> <li>2. Within the framework of economic activities – 2-3%;</li> <li>3. At the regional level – 1-2%;</li> <li>4. At the level of strata – 10%.</li> </ol>
<b>13.3. Non-sampling error</b>

For minimizing non-sampling errors, data are compared with administrative one.

**14. Timeliness and punctuality**

**14.1. Timeliness**

The statistical survey data of enterprises are published after 65 days from the end of the reporting period.

**14.2. Punctuality**

The data are published according to the date specified in the statistical work programme. There has not been any violation of publication dates.

**15. Coherence and comparability**

**15.1. Comparability – geographical**

Same methodology and approaches, consistent with international ones have been used for all regions of that are.

**15.2. Comparability – over time**

The data in time series is comparable to each other.

**15.3. Coherence – cross domain**

The data are coherent.

**15.4. Coherence – internal**

The data are coherent.

**16. Cost and burden**

The data are received and processed within the framework of the Geostat budget; Separate funding is not provided.

**17. Data revision**

**17.1. Data revision – policy**

Statistical data revision policy is available on the website of Geostat:

[https://www.geostat.ge/media/44385/Revision-policy-and-error-correction\\_Geo.pdf](https://www.geostat.ge/media/44385/Revision-policy-and-error-correction_Geo.pdf)

**17.2. Data revision – practice**

Planned revision of data is not carried out. An unplanned revision (to clarify data) was not carried out in practice.

**18. Statistical processing**

**18.1. Source data**

The completed questionnaire of the quarterly statistical survey of enterprises (online questionnaire).

**18.2. Frequency of data collection**

Quarter.

**18.3. Data collection**

Economic subjects engaged in organizing of markets and fairs submit a completed questionnaire (online questionnaire).

**18.4. Data validation**

Primary data inspection is carried out based on arithmetic and logical controls in the database. Secondary control is carried out by the field staffs (interviewers) and staffs of the service statistics division.

**18.5. Data compilation**

The survey covers all non-financial corporations except sections K, O, T and U according to the National Classification of Economic Activities (NACE Rev. 2). Selection of enterprises is based on stratified random sampling. Data are weighted quarterly. The data obtained from the survey is multiplied by the weights, at the enterprise level, and then the data is aggregated in accordance with the requirements of the business statistics methodology. The calculation of indicators is carried out through SQL Server and MS Access programs, and the consolidated tables of results are obtained through Cristal reports. The dissemination of the survey results in the form of tables is carried out using MS Excel and PC-Axis. Also, through the quarterly bulletin.

**18.6. Adjustment**

Not applied.

**19. Comment**

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