

## Survey of Hotels and Hotel type Enterprises (Annual)

1. Contact	
1.1. Contact organisation	National Statistics Office of Georgia (Geostat)
1.2. Contact organisation unit	Business Statistics Department Tourism Statistics Division
1.3. Contact name	Tinatin Ksovreli Irakli Jimshitashvili
1.4. Contact person function	Acting Head of Business Statistics Department Head of Tourism Statistics Division
1.5. Contact mail address	30, Tsothe Dadiani Str., 0180, Tbilisi, Georgia
1.6. Contact email address	<a href="mailto:tksovreli@geostat.ge">tksovreli@geostat.ge</a> <a href="mailto:jjimshitashvili@geostat.ge">jjimshitashvili@geostat.ge</a>
1.7. Contact phone number	+995 32 236 72 10 (217) +995 32 236 72 10 (646)
1.8. Contact fax number	-

2. Metadata update	
2.1. Metadata last certified	June 12, 2023
2.2. Metadata last posted	June 12, 2023
2.3. Metadata last update	June 12, 2023

3. Statistical presentation	
<b>3.1. Data description</b>	
<p>Within the scope of the survey 12 indicators are published:</p> <ol style="list-style-type: none"> <li>1. Number of hotels;</li> <li>2. Total number of rooms;               <ol style="list-style-type: none"> <li>of with</li> <li>3. Suite;</li> <li>4. Single room;</li> <li>5. Double room;</li> <li>6. Three or more places;</li> </ol> </li> <li>7. Total floorage;</li> <li>8. Number of visitors;               <ol style="list-style-type: none"> <li>of which</li> <li>9. Foreigners;</li> </ol> </li> <li>10. Number of employed persons in hotels;               <ol style="list-style-type: none"> <li>of which</li> <li>11. Women;</li> </ol> </li> <li>12. Number of visitors in hotels and hotel type enterprises by country and purpose of arrival.</li> </ol>	
<b>3.2. Classification system</b>	
The data is published according to the National Classification of Economic Activities (NACE Rev.2, section I, part 55).	
<b>3.3. Sector coverage</b>	
The survey includes only hotels and hotel type enterprises.	
<b>3.4. Statistical concepts and definitions</b>	
<p><b>Active Enterprise</b> – all non-financial corporations which were active during the reporting period;  <b>Local unit</b> – all part of the enterprises (branch) which was active during the reporting period;  <b>Income</b> – income of hotels and hotel type enterprises, excluding VAT and excise tax;  <b>Expenditure</b> – expenditure of hotels and hotel type enterprises.</p>	
<b>3.5. Statistical unit</b>	
<p><b>Enterprise</b> – The economic unit which produces goods or serves services, independently makes economic decisions about distribution of their resources (having a definite degree of freedom in decision making). The enterprise carries out one or more of the economic activities according to one or more locations. The enterprise may be individual</p>	

(physical) or legal entity.
<b>3.6. Statistical population</b>
All active enterprises whose economic activities are related to accomodation providing. The survey has full coverage of all enterprises and totally, about 1600 enterprises are interviewed.
<b>3.7. Reference area</b>
The entire territory of Georgia, besides of occupied regions.
<b>3.8. Time coverage</b>
Data is available from 2006.
<b>3.9. Base period</b>
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<b>4. Unit of measure</b>
Quantity, GEL.

<b>5. Reference period</b>
Year.

<b>6. Institutional mandate</b>
<b>6.1. Legal acts and other agreements</b>
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> 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>
<b>6.2. Data sharing</b>
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<b>7. Confidentiality</b>
<b>7.1. Confidentiality – policy</b>
<ol style="list-style-type: none"> <li>The Law of Georgia on Official Statistics: <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> </li> <li>Data Confidentiality Policy at Geostat  <a href="https://www.geostat.ge/media/20860/Data-Confidentiality-Policy-at-Geostat_En.pdf">https://www.geostat.ge/media/20860/Data-Confidentiality-Policy-at-Geostat_En.pdf</a></li> <li>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></li> <li>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></li> </ol>
<b>7.2. Confidentiality – data treatment</b>
<ul style="list-style-type: none"> <li>Confidentiality guidelines.</li> </ul>

•Written undertakings by an employee of Geostat on ensuring confidentiality of gained/collected data as a result of official duties.

<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>
Annual.

<b>10. Accessibility and clarity</b>
<b>10.1. News release</b>
Press release is provided as annex on the survey results: <a href="https://www.geostat.ge/en/news">https://www.geostat.ge/en/news</a>
<b>10.2. Publications</b>
Statistical Yearbook of Georgia: <a href="https://www.geostat.ge/en/single-categories/95/statistical-yearbook">https://www.geostat.ge/en/single-categories/95/statistical-yearbook</a>
<b>10.3. On-line database</b>
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<b>10.4. Micro-data access</b>
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<b>10.5. Other</b>
According to the Law of Georgia on Official Statistics statistical data is public and upon an electronic form or written request, Geostat ensures delivery of the statistical data for all users.
<b>10.6. Documentation on methodology</b>
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<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 stakeholders are: business sector representatives, researchers and students, international organizations, governmental 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 is relevant to an international standard.
<b>13. Accuracy and reliability</b>
<b>13.1. Overall accuracy</b>
The processed data are compared with the data of the previous year. In some cases, during the data processing the information is verified with administrative sources and representatives of the enterprises.
<b>13.2. Sampling error</b>
The survey is conducted without sampling (full coverage).
<b>13.3. Non-sampling error</b>
Comparison of data with administrative sources is aimed to minimize non-sampling errors.
<b>14. Timeliness and punctuality</b>
<b>14.1. Timeliness</b>
The data are published in the end of August of the following year after the end of the reporting period.
<b>14.2. Punctuality</b>
The data is published according to the date specified in the statistical work program. There has not been any violation of publication dates.
<b>15. Coherence and comparability</b>
<b>15.1. Comparability – geographical</b>
The methodology used in scope of the survey is comparable on regional and international level.
<b>15.2. Comparability – over time</b>
The data is comparable over time.
<b>15.3. Coherence – cross domain</b>
The data is coherent.
<b>15.4. Coherence – internal</b>
The data is coherent.
<b>16. Cost and burden</b>
<ul style="list-style-type: none"> <li>• Number of interviewers varies over time and in 2023 there are 127 contracted staff;</li> <li>• Database is cleaned by 5 permanent staff members of division.</li> </ul>
<b>17. Data revision</b>
<b>17.1. Data revision – policy</b>
Statistical data revision policy is available on the website of Geostat: <a href="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</a>
<b>17.2. Data revision – practice</b>
There is no data planned revision. Unplanned revision (in order to specify the data) has not taken place in practice.
<b>18. Statistical processing</b>
<b>18.1. Source data</b>
The completed questionnaire of the survey (online questionnaire).
<b>18.2. Frequency of data collection</b>
Annual.
<b>18.3. Data collection</b>
Before 2013 data was collected through paper questionnaires, see the print version of this questionnaire at the link:

<https://www.geostat.ge/media/53244/Survey-of-hotels-and-hotel-type-enterprises.pdf>

and online questionnaires have been used since 2013, which are filled by the enterprise representative himself. The interviewer is obliged to verify the electronic questionnaire filled in by enterprises and if the respondent submits another form of data (print version, etc.) – ensure that the corresponding electronic questionnaires are completed correctly.

#### **18.4. Data validation**

First of all, the data is checked by the program, based on arithmetic controls incorporated in online questionnaire. Secondary data control is carried out by both the field staff (interviewers) and Tourism Statistics Division staff. The process involves both arithmetic and logical control. With the help of the controls provided in MS Access, inaccuracies in questionnaires are detected and corrected by Tourism Statistics Division staff.

#### **18.5. Data compilation**

All the data of individual enterprises are aggregated by software.

#### **18.6. Adjustment**

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#### **19. Comment**

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