Distributive trade

Reference metadata based on the Euro SDMX Metadata Structure (ESMS)

Republika Srpska Institute of Statistics

1. Contact

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2. Metadata update

2.1.	Metadata last certified	29.06.2022.
2.2.	Metadata last posted	20.07.2022.
2.3.	Metadata last update	29.06.2022.

3. Statistical presentation

3.1. Data description

The quarterly survey K KPS TRG-2 serves to collect data on turnover of goods and services in distributive trade for the reporting quarter, at the level of Republika Srpska. The purpose of this survey is to provide timely information about trends of turnover indices in distributive trade, i.e. to measure the dynamics of realised turnover (income from sale of goods/services.

3.2. Classification system

The Classification of Economic Activities KD BiH 2010, which in its content and structure fully complies with the EU Statistical Classification of Economic Activities NACE Rev. 2.

3.3. Sector coverage

Section G of KD BiH 2010.

3.4. Statistical concepts and definitions

Trade is a set of activities of sale of goods and/or provision of services to achieve profit or another socioeconomic goal.

Distributive trade includes all forms of trade activities, from the purchase of goods from manufacturers, intermediation, resale, to the delivery of goods to final consumers on the domestic market. It covers wholesale trade for own account, intermediation in wholesale trade, retail trade and repair of motor vehicles and motorcycles, and trade of personal and household goods.

Wholesale trade is the activity of purchase or resale of goods to industrial, commercial or professional users and institutions and other business entities engaged in wholesale or retail trade. It also includes transit turnover of goods (sale of goods that are by the seller's order delivered directly to the purchaser, without being previously stored by the seller).

Intermediation in wholesale trade refers to the performance of wholesale trade activities for a fee or on a contract basis. It includes sale from consignment warehouses, commissioners/agents' services, sale through intermediaries for trading goods and other wholesalers operating on behalf of others. It also covers activities of entities engaged in connecting sellers with customers and of those that undertake trade transactions on behalf of the owner of the goods.

Retail trade includes sale of goods to final consumers, i.e. to the population (for personal consumption or for household use).

Turnover is total invoiced amount calculated by an enterprise/reporting unit for goods sold to third persons or services performed during the reference period, which corresponds to the market value of these goods and services.

3.5. Statistical unit

Observation units most often correspond to reporting units, except when the principal activity is not trade; in that case, the observation unit is not the entire business entity, but its part which refers to trade only.

3.6. Statistical population

Business entities registered in the divisions of trade, as well as business entities classified into other activities, but performing trade activities in Republika Srpska, which were selected into the coverage.

3.7. Reference area

Republika Srpska

3.8. Time coverage

1997-2021

3.9. Base period
2015

4. Unit of measure

Indices

5. Reference period

Quarter

6. Institutional mandate

6.1. Legal acts and other agreements

The Law on Statistics of Republika Srpska ("Official Gazette of Republika Srpska", No 85/03), the Statistical Programme of Republika Srpska for the period 2018-2021 and the current annual Work Plan of the Republika Srpska Institute of Statistics.

6.2. Data sharing

Data on turnover of goods and services in distributive trade for the level of Republika Srpska are submitted to the Agency for Statistics of Bosnia and Herzegovina, which is responsible for aggregating data for the level of BiH and reporting to the Statistical Office of the European Union (Eurostat).

7. Confidentiality

7.1. Confidentiality - policy

The confidentiality of data and protection of personal data are regulated by the Law on Statistics of Republika Srpska ("Official Gazette of Republika Srpska, No. 85/03) and the Rulebook on protection of confidential data of the Republika Srpska Institute of Statistics. The confidentiality of statistical data is also ensured by the Law on protection of personal data ("Official Gazette of BiH", No. 49/06).

7.2 Confidentiality – data treatment

All collected data are treated as confidential and are used for statistical purposes only. A document produced by the Republika Srpska Institute of Statistics, entitled "Rulebook on protection of confidential data" defines principles for the treatment of confidential data, procedures in place to ensure confidentiality during data collection, processing and dissemination, as well as procedures for accessing microdata.

8. Release policy

8.1. Release calendar

Distributive trade data are published in accordance with the pre-defined Release Calendar, 55 days after the end of the observation quarter.

8.2. Release calendar access

http://www.rzs.rs.ba/publications/?left_mi=15&add=15

8.3. User access

Access to data and information is allowed to all users at the same time and in the same way.

9. Frequency of dissemination

Quarterly

10. Accessibility and clarity

10.1. Release

Quarterly release "Short-term indicators of distributive trade and other services"

10.2. Publications

• Statistical Yearbook of Republika Srpska - final results;
• This is Republika Srpska - final results

10.3. Online database

Not available.

10.4. Microdata access

Microdata are not available.

10.5. Other

Data are also disseminated through answers to users' written requests, according to their specification, as well as in annual publications.

10.6. Documentation on methodology

Concepts and definitions, methodology nad metadata relating to Distributive trade statistics are available at the website, in the section Methodologies and classifications.

10.7. Quality documentation

The quality report is available on the website of the Republika Srpska Institute of Statistics: http://www.rzs.rs.ba/front/category/340/371/?left_mi=284&add=284

11. Quality management

11.1. Quality assurance

In order to ensure the quality of statistical data and to preserve public confidence in the data, the Law on Statistics of Republika Srpska (Arcile 17, paragraph 1) prescribes the application of the principles of impartiality, reliability, transparency, timeliness, professional independence and statistical confidentiality in the organisation and production of statistics in Republilka Srpska. The Republika Srpska Institute of Statistics follows the recommendations for the organisation and quality management set out in the European Statistics Code of Practice (CoP), , and the total quality management is based on the implementation of the Common Assessment Framework.

11.2. Quality assessment

The final stage of the statistical activity is the total evaluation, which uses information from all the processes, from the design of survey instruments and data collection to the publication of data and feedback from users. This information is used to produce a quality report which outlines all the processes within the statistical activity and lists the advantages and disadvantages of quality, as well as quality indicators.

12. Relevance

12.1. User needs

Key users of data on distributive trade are:
• public sector: Government and other public administration institutions, such as the RS Ministry of Finance, municipal administrations, and other institutions at the state level, Directorate for Economic Planning;
• business entities: enterprises, lawyers and bar associations, RS Chamber of Commerce;
• science, research and education: institutes, educational institutions, students;
• general public: natural persons;
• the media: broadcasters, news agencies;
• international users: EUROSTAT, WB, IMF, foreign embassies;
• internal users: National Accounts Division.

12.2. User satisfaction

The results of the latest User Satisfaction Survey from 2017 are available at the Institute's website: http://www.rzs.rs.ba/front/article/2699/?left_mi=306&add=306

12.3. Completeness

The quarterly variables of distributive trade that are collected according to the requirements of the STS regulation are the variable of turnover (120), the number of employees (210) and wages and salaries (230), of which the results for the variable of turnover are published.

13. Accuracy and reliability

13.1. Overall accuracy

Data accuracy is verified by applying the prescribed methodology, checking measurement errors and comparing the data with the data from the previous period, as well as by means of additional analyses.

13.2. Sampling error

A combined method of full coverage and stratified random sample is used for the implementation of the quarterly survey on distributive trade. Variance represents the measure of variability in this survey.

13.3. Non-sampling error

In case there are some missing or inconsistent data, the reporting unit is contacted with the aim of completing the report as required by the methodology.
Exceptionally, in the event of non-response for an entire report or for individual questions, as well as in the event of discrepancies and errors which cannot be corrected through repeated contacts with the reporting unit, the data are imputed based on available data for the observation unit from the previous quarter.

14. Timeliness and punctuality

14.1. Timeliness

According to the Publication Plan, data are published 55 days after the end of the reference period (T+57).

14.2. Punctuality

100%

15. Coherence and comparability

15.1. Comparability - geographical

Since the definitions of main STS variables and applied methodologies comply with Eurostat's requirements in the field of quarterly business indicators, the data are comparable with the data provided by the EU member states.

15.2. Comparability – over time
Quarterly data on turnover in distributive trade have been available since 1997. A comparable series of data by group of the Classification of Economic Activities KD BiH 2010 has been available since 2005.
15.3. Coherence – cross domain
Not applicable.
15.4. Coherence - internal
Data are internally coherent.

16. Cost and burden

No data are available on costs and burden on reporting units.

17. Data revision

17.1. Data revision – policy

There is no general data revision policy, and users are informed on performed data revisions in the form of brief information, published in statistical releases and other publications.

17.2. Data revision - practice

Revision was not planed nor conducted.

18. Statistical processing

18.1. Source data

The source of data for the quarterly survey on distributive trade (K KPS TRG-2) are business entities registered in the divisions of trade, as well as business entities classified into other activities, but performing trade activities in Republika Srpska, which were selected into the coverage.

18.2. Frequency of data collection

Data on distributive trade are collected and published quarterly.

18.3. Data collection

Quarterly data on turnover are collected using the paper-based questionnaire K KPS TRG-2, from sampled business entities. Reporting units submit two copies of completed reports, within 15 days after the end of the reference quarter (T+15), to the addresses of the regional offices of the Institute. After logical control, no later than 15 days after receiving the report, regional offices submit the reports to the Republika Srpska Institute of Statistics, for further processing.

18.4. Data validation

Data entry and processing for turnover statistics are organised at the headquarters of the Republika Srpska Institute of Statistics.

All submitted reports are recorded at the Institute's headquarters, upon which the data on turnover, number of persons employed, number of hours worked, gross wages and salaries, stocks and time required to complete the questionnaire are compared with the values from the previous quarter. Each major discrepancy or missing data are checked and verified by means of telephone contacts with the reporting unit. The application used for data entry contains controls that indicate that computationally and logically incorrect data were entered into the database.

18.5. Data compilation

In the event of non-response for an entire report or for individual questions, as well as in the event of discrepancies and errors which cannot be corrected through repeated contacts with the reporting unit, the data are estimated based on available data for the observation unit from the previous quarter.

18.6. Adjustment

Working-day and seasonal adjustments are performed using the indirect method in the Demetra application (version 2.2.2), TRAMO SEATS method, on gross quarterly data series from 2005, all in accordance with the guidelines of the European Statistical System.

19. Comment	