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Конференция Европ. статистиков.
CONFERENCE OF EUROPEAN STATISTICIANS

Справочник официальной статистики
HANDBOOK OF OFFICIAL STATISTICS
IN ECE MEMBER COUNTRIES

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THE CONFERENCE OF EUROPEAN STATISTICIANS

The Conference of European Statisticians was set up in 1953 as a continuing body meeting under the auspices of the Economic Commission for Europe and the Statistical Commission of the United Nations. Its objectives are (a) to improve European official statistics and their international comparability having regard to the recommendations of the Statistical Commission of the United Nations, the specialized agencies and other appropriate bodies as necessary; and (b) to promote close coordination of the statistical activities in Europe of international organizations so as to achieve greater uniformity in concepts and definitions and to reduce to a minimum the burdens on national statistical offices. The members of the Conference are the directors of the central statistical offices of the countries participating in the work of the United Nations Economic Commission for Europe. The Conference meets in plenary session once a year and also arranges numerous

The designations employed and the presentation of the material in this publication are the expression of any opinion whatsoever on the part of the United Nations concerning the legal status of any country, territory, city or area, or its authorities, or concerning the delimitation of its

PART ONE

SOME LEGAL ASPECTS OF OFFICIAL STATISTICS

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INTRODUCTION

This handbook is intended to serve as a guide to the governmental statistical systems of the member states of the Economic Commission for Europe. It was created following a seminar convened by the Conference of European Statisticians, in Paris, in September, 1986, during which national statistical managers asked many general questions about each other's organizations and methods. It became clear that a reference manual would be helpful. It was extended to Part Two following the decision taken at a similar seminar that was held in Budapest, in March, 1991.

The handbook summarizes in Part One the systems, agencies, and general principles of statistical collection of each ECE nation. For purposes of clarity, the following format is used:

1. General (containing a short outline of the statistical system and a description of its basic characteristics).
2. Short history (of official statistics in the country).
3. Information about the national statistical agency (name, legal basis, main tasks or functions, special responsibilities, authority vested in the head of the agency).
4. Related statistical agencies (names, legal bases, composition, functions, and subdivisions).
5. Position of the national statistical agency within the framework of public administration (the superior authority to which it reports, the statistical office's degree of autonomy, the administrative position of its head officer, the source of final authority on its budget, work

programmes and publication decisions, its degree of centralization or decentralization, its standards for cooperating with other organizations producing statistics).

6. Legal provisions relevant to the work of the national statistical agency (including privacy legislation).

7. Miscellaneous (including current or anticipated changes in organizations or methods).

8. Sources

The number of these eight sections is maintained throughout the handbook, although not all sections may be present in the report of a given country.

The Central Bureau of Statistics in the Netherlands took the lead in drafting these nation-by-nation reports, and the work could not have been completed without the efforts of that office. The printing of this issue was jointly financed through donations from the national statistical services of Canada, Denmark, the Federal Republic of Germany, Greece, Iceland, Ireland, Norway and Sweden. Any query concerning the text may be addressed to the Director, ECE, Statistical Division, Palais des Nations, CH-1211 GENEVA 10.

Part Two of the handbook is devoted to costing and pricing of statistical products. Here again, a standard breakdown is used under each of the major sections on costing, pricing and marketing respectively. The reports for each member country were prepared with the assistance of the French Institut National de la Statistique et des Etudes Economiques (INSEE).

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PART TWO: COSTING AND PRICING OF STATISTICAL PRODUCTS

ALBANIA

Situation as of March 1995

1. General

Statistical information in Albania are provided by the Institute of Statistics (INSTAT), statistical directorates in the districts, statistical directorates (divisions) in ministries and other central institutions, civil registration offices and legal entities and individuals.

2. Short history

Statistical system in Albania was established on 13 January 1945 with a creation of Directorate of Statistics attached to the Council of Ministers. Later on, the authority over the Directorate was transferred to the State Planning Commission. At present, it is organized as a separate institute under the Council of Ministers.

3. Information about the national statistical agency

Name: Institute of Statistics of Albania (INSTAT)

Legal basis: INSTAT is organized and functions under the National Assembly Law on Statistics in the Republic of Albania No.7687 dated 16 March 1993 and Decision No.97 dated 15 March 1994, of the Council of Ministers on Organization and Functioning of the Albanian Institute of Statistics.

Main tasks/functions:

- * INSTAT collects and processes data and elaborates statistical results which are later analyzed and published in compliance with the approved statistical programme;
- * it pursues the application of methodological criteria in conformity with recommendations that are consistent with the international standards;
- * with the approval of the Council of Ministers, it organizes and carries out censuses and sample surveys;
- * it draws up, maintains and applies unified nomenclatures and classifications in conformity with the required international standards;

The head of INSTAT is Director General who is appointed by the Council of Ministers.

4. Related statistical bodies

Regional statistical offices :

Regional statistical bodies are directly subordinated to the INSTAT and are independent of regional administrative bodies.

Main functions :

- * collection of regional statistical information;
- * implementation of the statistical programme in the regions;

Directorates (divisions) of statistics in ministries and other central institutions

These statistical bodies are both responsible to INSTAT and to the Minister or the head of the institution for their statistical work.

Main functions:

- * collection of statistical information relevant for the work of the institution they are attached to;
- * implementation of the statistical programme with regard to the field of work of the institution they are attached to;

Civil registration offices :

Civil registration offices are responsible for its work to INSTAT, Ministry of Justice, Ministry of Interior and Local Government.

Main functions:

- * registration of the civil status of the population;
- * collection of demographic data;

5. Position of the national statistical agency within the framework of public administration

INSTAT is a government agency, directly responsible to the Council of Ministers. Its work is financed from the state budget and the final authority on it is the National Assembly.

The Council of Ministers approves the organization and the number of employees of the INSTAT, of statistical directorates (divisions) in ministries and other central institutions and of regional statistical offices. The Council of Ministers also approves the rules governing the responsibilities and duties of the INSTAT and other related statistical bodies.

The regional statistical offices are created under direct authority of the Director General of INSTAT. He also appoints the employees of the INSTAT and regional statistical offices and appoints the employees of the directorates (divisions) on the proposal of the respective Minister or head of the institution.

6. Legal provisions relevant to the work of the national statistical agency

By law, all statistical information collected by the INSTAT are of a confidential nature and can only be used or published in aggregated form and on anonymous basis. All employees of the INSTAT and associated staff are required to keep the individual data protected and are subject to fines and other administrative actions if the confidential data are revealed. In no case the individual data can be used for the purpose of fiscal control, economic repression and juridical investigation.

All the individuals or entities that fail to provide the required data within predefined deadlines or intentionally provide wrong data to the INSTAT are subject to fines. However, for a number of surveys the response may not be an obligation.

AUSTRIA

Situation as of January 1995

1. General

Austrian official statistics are centralized in the sense that there are no regional or subject-matter agencies subordinated to the national statistical bureau, the Austrian Central Statistical Office (ÖSTAT). The task of ÖSTAT is to produce federal statistics, which means all statistics which go beyond the particular interest of an individual "Land" and which are of significance for the federal administration or which have to be provided by the Republic of Austria in accordance with obligations under international law directly applicable in Austria. However, the "Länder" and municipalities maintain small independent statistical offices. Special agreements have been concluded between the ÖSTAT and these offices to improve communication and data exchange. These offices use federal statistics for their own purposes, but also produce statistics on their own.

Statistical data collected in ÖSTAT surveys form a basis for political and economic decision-making in the public and private sectors and are used for scientific research work, especially in the social sciences.

Since Austria's entry in the European Union on 1 January 1995, ÖSTAT's cooperation with EUROSTAT has become still more important than in the previous years.

2. Short history

In 1829, a central agency was established for providing official statistics, and it has existed ever since under different names. Between 1829 and 1840 it was called the 'Administrative Statistical Service', from 1840 to 1884 the 'Directorate of Administrative Statistics', and from 1884 to 1921 the 'Statistical Central Commission' (the Commission, established in 1863, previously had served as an advisory committee). From 1921 until 1938, the name was 'Federal Statistical Office'. Shortly after Austria lost her independence in 1938, the office was attached – under a different name – to the corresponding German Reich authorities. Since 1945, the name of the re-established agency has been the Austrian Central Statistical Office.

3. Information about the national statistical agency

Name: Austrian Central Statistical Office (ÖSTAT).

Legal basis: Federal Statistics Act (Bundesstatistikgesetz), 1965, amended last in 1994.

Main tasks:

- * the preparation and performance of statistical surveys and censuses
- * the processing and analysing of data from surveys and censuses
- * the publication of results, with commentary
- * the pursuit of methodological statistical research
- * cooperation and coordination with international and supranational statistical organizations

ÖSTAT is directed by a president, who is assisted by a vice-president and supported by two Special Advisory Units (1: Rationalization; 2: International Relations). In 1994, there were 1,200 employees and the annual budget amounted to roughly 600 million Austrian Schillings.

ÖSTAT is divided into an Administrative Division, a Systems and Methods Division, and eight other divisions covering various fields and sub-fields of statistics. The Austrian Data Processing Register as a separate Federal authority is attached to ÖSTAT.

4. Related statistical bodies

Name: Central Statistical Commission (CSC) and Special Advisory Sub-committees

Composition: The CSC is chaired by the President of ÖSTAT and is composed of ordinary members (representatives of Federal ministries, Länder governments, self-administering authorities, chambers of commerce, labour organizations, etc.) and extraordinary members (representatives of science, economy and culture).

Main tasks: The CSC provides expert advice for the carrying out of complex surveys and acts as a mediator between producers and consumers of statistics. It also suggests priorities for ÖSTAT projects.

The special advisory sub-committees (currently numbering 18) are set up to allow small groups of experts to discuss specific statistical problems. In addition, an advisory sub-committee for foreign trade has been established which currently has 1 000 members representing the public and private sectors.

5. Position of the national statistical agency within the framework of public administration

ÖSTAT is a government agency subordinated to the Federal Chancellery in personnel and budgetary matters, but independent in the field of statistical methodology.

Decision on work programme:

The Federal Statistics Act entitles ÖSTAT to perform surveys and process data, and obliges it to publish the results of surveys. But all surveys requiring the cooperation of the population, such as censuses, cancer studies, and foreign-trade studies, must be ordered by special Federal Acts. Surveys are frequently based on Federal Acts covering primarily non-statistical matters that clearly require a specific statistical inquiry. Federal ministries also may order statistical surveys by decree, but in such cases the assistance of the population is voluntary. Ministries are allowed to collect and analyse statistical material in their fields of competence as long as the information is used only for their own administrative purposes. The results of analyses are to be transmitted to ÖSTAT, and it acts as an agent of the ministry concerned should it be necessary to give orders and instructions for the preparation or conduct of a census or survey. Such orders and instructions may be given directly by ÖSTAT.

In accordance with the amended version of the Federal Statistics Act, the results of Austrian statistical surveys which under international law have to be reported to international statistical institutions, have to be forwarded to these institutions by the Austrian Central Statistical Office.

6. Legal provisions relevant to the work of the national statistical agency

The Federal Statistics Act obliges natural and legal persons to respond to questions put in surveys by ÖSTAT. Non-respondents may be fined. However, for a number of surveys – for example, those within the framework of the microcensus – there is no obligation to respond. Under the Federal Constitution, federal activities may be delegated to communities, and the Federal Statistics Act outlines in detail which activities (interviewing, collection, control of data, arrangement and transfer of data) communities must perform for ÖSTAT, if requested. For this purpose the community employs interviewers. The costs are reimbursed by the government.

As individuals are obliged to provide data to ÖSTAT, so ÖSTAT is obliged by law to preserve the confidentiality of all personal data. All ÖSTAT employees and associated interviewers and surveying staff are required to keep individual data

on persons or institutional units secret; ÖSTAT is allowed to publish only aggregated and anonymous data.

Provisions for the protection of individual privacy also are laid down in the Data Protection Act of 1978, which applies to the work of ÖSTAT and whose provisions are fully observed by the agency. Data may be collected and processed by the public sector only on the basis of an explicit authorization. Data may only be transmitted if an explicit authorization exists or permission is granted by the individual person concerned (that permission being revocable), or if the data are serving exclusively statistical purposes at ÖSTAT. In this last case, data must be processed in such a way as to preserve confidentiality. Private persons (natural or legal) may only collect and process data on other persons if granted the right, within the limits of the purpose for which the right was granted, and if the confidentiality of the individuals concerned is protected. Transmission of such data is not authorized except if the person concerned agrees in writing to transmission, or where it is within the justified interest of the holder of the right to collect such data. Any person concerned may inspect the Austrian Data Processing Register, which is attached to ÖSTAT.

7. Miscellaneous

Austrian membership in the European Union has brought about essential changes in the Austrian statistical system as a consequence of the necessary harmonization with an the adaptation to the system.

8. Sources

- * The Austrian Central Statistical Office, Vienna, 1995 (ÖSTAT - information brochure).
- * Bundesstatistikgesetz (Federal Statistics Act) vom 1. April 1965. Bundesstatistik. Bundesgesetzblatt (BGBl) für die Republik Österreich, 1965, nr. 91, last amended by BGBl 1994, nr. 390.
- * Datenschutzgesetz (Data Protection Act) vom 18. Oktober 1978. BGBl 1978, nr. 565. last amended by BGBl 1994 nr. 632.
- * Verordnung des Bundeskanzleramtes vom 7. March 1966 über die Statistische Zentralkommission und die Fachbeiräte, BGBl 1966, nr. 31.
- * Organization Chart of the Austrian Central Statistical Office, 1 January 1995.

Republic of BELARUS

Situation as of January 1996

1. General

The management of official statistics in the Republic of Belarus is the responsibility of the Ministry of Statistics and Analysis. The Ministry has units in the administrative subdivisions of the country at all levels: the regional statistical administrations and Minsk city statistical administration, and municipal and district departments of statistics. The Ministry of Statistics and the regional government statistical bodies, together with the organisations and institutions established by and accountable to the Ministry (centre for the preparation and supply of statistical information for State administrative bodies, main computing centre, statistical research institute), form an integrated State statistical system.

2. Short history

The statistical system in pre-revolutionary Belarus comprised only provincial statistical committees and offices at the zemstvo (local council) level. There was no single government statistical body. A unified national statistical body - the Central Statistical Office of the Byelorussian SSR - was established in early 1919. In 1924 it was transformed into the Central Statistical Administration (CSA). On 27 February 1930, the CSA became the National Economic Accounting Section of the State Planning Committee (Gosplan) of the Byelorussian SSR. This formed the basis for the establishment in 1932 of Gosplan's National Economic Accounting Administration, and in 1941 of its Central Statistical Administration. In 1948 the CSA of Gosplan was reorganised as the Central Statistical Administration under the Council of Ministers of the Byelorussian SSR. In 1987 this became the State Committee for Statistics and in 1990 the State Committee for Statistics and Analysis of the Byelorussian SSR. With a view of enhancing the effectiveness of the central administrative bodies, the State Committee was converted, by Presidential decree No.122 of 23 September 1994, into the Ministry of Statistics and Analysis of the Republic of Belarus.

3. Information about the national statistical agency

Name: Ministry of Statistics and Analysis (Minstat) of the Republic of Belarus.

Legal basis: Presidential decree No.122 "on restructuring the central administrative bodies of

the Republic of Belarus" of 23 September 1994. The Ministry is guided in its work by the statutes approved by the Government of the Republic.

Main tasks:

- * gathering, processing collating and analysing statistical information on the economic and social situation, covering the Republic as a whole and each of the regional administrative units and branches of the economy;
- * providing statistical information on a mandatory basis to the Supreme Council, President and Cabinet of Ministers of the Republic of Belarus and to central government bodies;
- * developing and applying scientifically based statistical methods taking account of international statistical standards;
- * conducting population censuses, sample surveys, demographic surveys and one-time surveys;
- * coordinating and supervising the work of ministries and other central government bodies in the field of statistics;
- * compiling national accounts and other balance-sheet accounts, and ensuring the completeness and scientific basis of all official statistical information;
- * providing enterprises, institutions, organisations and citizens of the Republic as well as legal and natural persons of foreign states with equal access to statistical information made freely available by the dissemination of reports, handbooks and bulletins, and publications of statistical data in the media;

Head of agency: The Ministry of Statistics and Analysis is headed by a Minister, appointed under the Constitution by the President of the Republic of Belarus, who is a member of the Government and is empowered to issue directives and instructions that are binding on subordinate statistical bodies (at the local level or within enterprises and organisations). The Ministry has a board, chaired by the Minister, which considers fundamental issues relating to the organisation of statistical activities.

4. Related statistical bodies

The ministries of transport and communications, health, natural resources and environmental protection, agriculture and food, trade, labour, education and science, culture and social welfare, the State Customs Committee and some other government bodies keep official statistics using forms approved by the Ministry of Statistics and Analysis of the Republic of Belarus.

5. Position of the national statistical agency within the framework of public administration

The Ministry of Statistics and Analysis is required to provide State executive and administrative bodies, the media, research organisations, public associations and private individuals with statistical information about the economic and social situation of the Republic on the basis of scientific principles governing the collection, compilation and dissemination of such information. Ministry directives concerning statistical matters are binding on all ministries and departments and their subordinate associations, enterprises, establishments and organisations. The coordination of statistical work is ensured through a statistical work programme approved by the Ministry.

The Ministry develops and approves reporting procedures, statistical standards and classifications, and is responsible for their introduction. The Republic's statistical system comprises the Ministry, the regional and Minsk city statistical administrations and municipal and district departments of statistics. The costs of maintaining the Ministry's central offices and regional State statistical bodies are met by appropriations from the Republic's budget.

The district statistical bodies collect and process data for transmission to the regional statistical administrations and local government authorities. The regional statistical administrations and the Minsk city statistical administration collect and process statistical returns from enterprises and organisations concerning manufacturing, construction and foreign trade, but for other areas of statistics they receive general data by district and town and consolidate statistical information covering the region as a whole for transmission to the Ministry and the regional government bodies, as well as to other users.

For rail, river and air transport and communications, statistical information is gathered and processed by the respective ministries and departments. This information is used for their own needs and also made available to the Ministry under a special programme.

6. Legal provisions relevant to the work of the national statistical agency

The Ministry of Statistics and Analysis is accountable for its activities to the Cabinet of Ministers of the Republic of Belarus and operates under the statutes approved by the Cabinet of Ministers.

7. Miscellaneous

Under the Republic's programme for conversion to the internationally accepted system of accounting and statistics, work is proceeding on the compilation of national accounts and on international comparison project. This project is undertaken jointly with the Central Statistical Office of Austria. A project for conducting sample surveys of households has been finalised in cooperation with the World Bank. Financial, budgetary and banking statistics are being brought into line with international standards.

BELGIUM

Situation as of March 1996

1. General

A centralised statistical service was created in Belgium by the Royal Decree of 7 August 1939. However, in the course of time a number of statistical activities have been created that were not covered by that Decree. It was therefore judged more appropriate in 1985 to entrust the National Institute of Statistics with a co-ordinating function for the national statistical system rather than being a centralised office.

2. Short history

As early as 1831 a Bureau of General Statistics was created within the Department of the Interior. In 1841, a Central Commission of Statistics was formed, since 1946 called High Council of Statistics.

In 1932, the name of the statistical bureau was changed into Central Office of Statistics. Further centralisation was achieved after 1939. The office was transferred to the Ministry of Economic Affairs in 1940, and its name changed again in 1946 into National Institute of Statistics (Institut National de Statistique/Nationaal Instituut voor de Statistiek).

Since 1977, the Institute opened 5 bureaux in different parts of the country, to bring statistics closer to the users. Each bureau has its own documentation and information service.

In 1994 the Government of Belgium carried out a reform of the statistical and economic projections system by creating the National Accounts Institute (Institut des Comptes Nationaux - I.C.N.). The Institute was placed under the authority of the Ministry of Economic Affairs and given the task of setting up the national accounts, and working on statistics of foreign trade (which until that moment was under the authority of the National Institute of Statistics - NIS) and economic projections.

The I.C.N. is managed jointly by the National Bank, National Institute of Statistics and the Planning Bureau. The I.N.S. continued to supply the data bases necessary for the work of the I.C.N., and preserves its co-ordinating role at the level of the official statistics, given by the legislation.

This reform was carried out with a view of improving the economic statistics and allowing the I.N.S. to free resources in order to accomplish an internal restructuring which became necessary.

3. Information about the national statistical agency

Name: National Institute of Statistics (I.N.S.).

Legal basis: Royal Decree of 1939; Acts on public statistics, 1962, 1985; The Act on social and other regulations, 1994.

Main tasks:

- * to carry out major periodical censuses;
- * to compile state statistics;
- * to centralise the publication of results;
- * to study, from scientific and technical points of view, the statistics compiled by institutions other than the I.N.S.

Head: Director General.

4. Related statistical bodies

Name: High Council of Statistics.

Composition: Members are appointed by the King upon proposal by the Minister of Economic Affairs. They include:

- * outstanding statistical experts;
- * representatives of agricultural, industrial, commercial, financial and labour organisations;
- * the Director General of the I.N.S.;
- * staff members of the I.N.S.;
- * representatives of autonomous Regions and Communities, Chairman and Vice-Chairman who are appointed by these authorities.

Functions:

- * advising the I.N.S. on methods of research;
- * advising the King in the fields of regulations and obligations governing statistical work as well as the periodicity of statistics.

Name: National Accounts Institute (I.C.N.)

Composition: The administrative board is composed of seven members, four of which are appointed by the law and three remaining by the King:

- * the Secretary General of the Ministry of Economic Affairs;
- * the Governor of the National Bank;
- * the Commissioner of the Planning Bureau;
- * the Director General of the National Institute of Statistics;
- * three members representing the National Institute of Statistics, the National Bank and the Planning Bureau.

Functions:

- * to ensure the legal responsibility of national accounts and foreign trade statistics produced by competent authorities of the other associated institutions (National Bank, I.N.S. and Planning Bureau).

5. Position of the national statistical agency within the framework of public administration

The I.N.S. is a department of the Ministry of Economic Affairs. It comes under the responsibility of the Minister of Economic Affairs, who approves the I.N.S. budget. The Act of 1994 had effectively changed the status of the I.N.S. to a "National service under the separate management", which within its responsibility, can retain revenues and subventions for investments in order to improve the quality of the statistics. Publication of statistical results is decided by the I.N.S. after consultation with the High Council of Statistics. In special cases, authorisation is requested from the Minister.

The national administrations, the various regional and communal executive organs, the provincial and municipal administrations as well as their subsidiary organs of public interest have to notify the I.N.S. of any decision to treat statistically the data in their possession. One copy of each of their statistical publications has to be deposited with the I.N.S. The Minister of Economic Affairs is entitled to recommend the use of standardised statistical methods to any administration and service with a view to co-ordinating statistical activities. He may also invite such administrations and services to produce statistics on the basis of the information which they hold.

6. Legal provisions relevant to the work of the national statistical agency

According to the 1983 Act on a State Register of persons, registered persons are entitled to know

which information is stored about them and to rectify this information as necessary. The King grants government offices with access to the registers. The King is advised by a committee, which can act on its own behalf or upon invitation by the Minister of Justice in the field of privacy protection.

According to the 1985 Bill on the protection of privacy with regard to automatically processed personal information, persons who are asked to give personal information must be informed of the obligation to supply data, the effects of refusal and the right of access to the given information. Electronic processing of information from which race or ethnic descent can be traced is forbidden.

8. Sources

- * Lois sur la statistique publique, 1962, 1985.
- * Arrêté de centralisation de 1939.
- * Arrêtés concernant les statistiques.
- * Conseil supérieur de statistiques 1841, 1983, 1984.
- * Budget de l'Institut National de Statistique 1985.
- * Projet de loi concernant les traitements automatisés de données à caractère personnel.
- * Loi organisant un registre national des personnes physiques 1983; arrêtés de 1984 et 1985.
- * Loi sur les sondages d'opinion 1985.
- * Loi portant des dispositions sociales et diverses, 1994.

BULGARIA

Situation as of March 1996

1. General, and 2. Short history

Organized statistical activity in Bulgaria began in 1878, immediately after the country was liberated from the Ottoman empire, with the establishment of a statistical division within the Ministry of Education in connection with the population census. The statistical office was officially created by National Assembly Decree No. 712 dated 19 August 1881; in 1910, it became the General Statistical Department. Since the end of 1944, statistical services have been under the State Planning Committee. The Central Statistical Office of the Council of Ministers was created by Council of Ministers Order No. 108 of 3 March 1953.

Between 1969 and 1991, the Central Statistical Office was reorganized and given various titles, but retained throughout its function as the central State statistical body.

The National Statistical Institute was established pursuant to paragraph 2 of the Supplementary and Final Provisions of the Statistics Act adopted by the National Assembly on 29 July 1991.

3. Information on the national statistical body

Name: National Statistical Institute (NIS) of the National Assembly of the Republic of Bulgaria.

Legal basis: Statistics Act, adopted by the National Assembly on 18 March 1991, and Decree No. 238 of 1 August 1991 to amend the Statistics Act adopted by the National Assembly on 29 July 1991.

Main tasks/functions: (pursuant to the Statistics Act adopted by the National Assembly on 18 March 1991 as expanded on 29 July 1991 and 15 July 1992).

The National Statistical Institute is a State institution which carries out statistical activities in the country and provides society with statistical information. It carries out the following main activities:

- * collecting the required statistical data and producing statistical information;
- * drawing up, maintaining and applying unified nomenclatures and classifications in conformity with the requirements of international standards;

- * producing analyses, forecasts and evaluations relating to socio-economic, demographic and other trends;
- * disseminating statistical information by means of general and specialized publications and publishing it in the mass media;
- * carrying out statistical research activities;
- * participating in determining the form and content of annual accounting censuses and other documents used as sources of statistical information;
- * creating and maintaining registers, at the national and local levels, and computerized statistical information systems, using up-to-date calculation and telecommunication techniques and ensuring compatibility with international information systems;
- * monitoring the reliability of statistical information, respecting the deadlines, methodology and other requirements relating to statistical information;
- * organizing activity relating to upgrading the qualifications of specialists involved in statistical work;
- * carrying out, every 10 years or at shorter intervals, exhaustive population and agricultural censuses, as well as, at annual or longer intervals, other exhaustive censuses or surveys;
- * pursuing international cooperation in the field of statistics through collaboration with international bodies and institutions on the basis of bilateral and multilateral contracts as well as contracts with similar organizations in other countries.

The National Statistical Institute conducts statistical surveys in accordance with the requirements and resolutions of statistical organizations and other international organizations. Within the National Statistical Institute, a Supreme Statistical Council has been set up, composed of specialists in the fields of statistics and data processing, and of statistical information users' representatives.

The Supreme Statistical Council is an advisory body of the National Statistical Institute authorized to

present opinions and provide estimates and advice relating to the Plan, programmes and reports of statistical surveys, the structure of the National Statistical Institute, development trends in statistics and scientific programmes for the training and qualifying of statisticians.

4. Related statistical bodies

Title: Regional statistical offices

The regional statistical offices are directly subordinate to the National Statistical Institute and are independent of regional administrative bodies.

Main functions and objectives of the Regional statistical offices are:

- * to carry out sample and exhaustive current, periodical and single surveys and sociological and other studies on the various spheres of regional life, as well as on the implementation of the Plan of the National Statistical Institute in accordance with a programme of their own;
- * to monitor methodologies, deadlines, content and scope of statistical surveys, and the application of the unified system of nomenclatures, classifications and definitions in accordance with international standards;
- * to examine information requirements and provide information services;
- * to prepare analyses and forecasts of economic, demographic, social and other trends and to publish statistical information.

Title: National Statistical Archives

The National Statistical Archives are a structural division established in the National Statistical Institute to organize and carry out the compilation, handling and dissemination of the stock of the national statistical system, as well as international exchanges in that sphere.

The main functions of the National Statistical Archives are:

- * to set up projects and organize the formation of a technical basis for the compilation of the statistical data of the system of the National Statistical Institute;
- * using electronic techniques, to maintain business registers, the databases, national and administrative classifications, nomenclatures and organization registers;

- * to assist the Regional statistical offices in the preparation of statistics when preparing statistical data and in the handling of databases and registers at the regional level.

Title: Statistical Publishing and Printing Office

The Statistical Publishing and Printing Office is a division of the National Statistical Institute which deals with all publishing, printing and dissemination activities. The purpose of the Statistical Publishing and Printing Office's activities is to edit, publish, circulate and dispatch specialized statistical publications, as well as all the statistical standards provided by the National Statistical Institute.

5. Administrative status of the official statistics

The National Statistical Institute is an independent institution under the National Assembly of the Republic of Bulgaria. It is administered by a Chairman and two Vice-Chairmen, appointed and recalled by the National Assembly. The National Statistical Institute is a legal person funded by the national budget.

6. Legal provisions relevant to the work of the national statistical agency

The Statistics Act governs statistical information relating to legal and natural persons solely for statistical purposes.

In order to be empowered to carry out their duties, statistical officials sign a solemn declaration to safeguard the secrecy of statistical information.

7. Sources

- * National Assembly rulings; Decrees, decisions, ministerial orders; Statistics Act;
- * One hundred years of Bulgarian State Statistics (1881-1981): Unified Social Information System Committee, Sofia, 1984.

CANADA

Situation as of 1 May 1996

1. General

Canada has a centralized statistical system in which Statistics Canada, the national office, has main responsibility for serving the statistical needs of the country, including other levels of government.

2. Short history

Constitutionally, the field of "Census and Statistics" is the responsibility of the federal government, but this has never precluded statistical activity by the provinces in their spheres of jurisdiction.

Between 1871 and 1911, the federal Department of Agriculture conducted censuses at ten-year -- and sometimes five-year -- intervals. These covered not only population and agriculture, but also general economic activities. But surveys between censuses were rare, and such non-census statistics as did emerge resulted from the administrative activities of various departments and were fragmentary and uncoordinated.

A departmental commission was set up in 1912 to rationalize this unsatisfactory situation and recommended the organization of a central statistical office to coordinate, unify, extend and improve statistics. In 1918, the Dominion Bureau of Statistics was created. It was given a mandate that has changed very little since (see point 3 below), notwithstanding a change of name to Statistics Canada in 1971.

3. Information about the national statistical agency

Name: Statistics Canada (Statistique Canada).

Legal basis: Statistics Act.

Statutory duties:

- * to collect, compile, analyse, abstract and publish statistical information;
- * to collaborate with government departments in the collection, compilation, and publication of statistical information;
- * to take population and agricultural censuses;
- * to reduce duplication in the information collected by government departments;

- * to promote and develop integrated social and economic statistics pertaining to the whole of Canada and its provinces.

The Corporations and Labour Unions Returns Act also requires Statistics Canada to produce certain kinds of information.

Head: Chief Statistician of Canada.

For purposes of carrying out the requirements of the Statistics Act, his duties are:

- * to advise on matters pertaining to the statistical programmes of the departments and agencies of the Government of Canada;
- * to supervise the administration of the Statistics Act and to control the operations and staff of Statistics Canada;
- * to report yearly on the activities of Statistics Canada to the responsible minister.

4. Related statistical bodies

Name: National Statistical Council.

Legal basis: established in 1986 by the Minister responsible for Statistics Canada under Cabinet Decision authority.

Composition: members, appointed by the Minister, numbered some 40 at the time of the Council's establishment. They are selected on the basis of individual excellence, and so as to represent a variety of interests and users. Appointments are for three years, and the Council members are eligible for reappointment. The Chief Statistician of Canada serves as an ex officio member of the Council.

Main tasks:

- * to advise the Chief Statistician of Canada in setting priorities and in guiding the programmes of Statistics Canada.

5. Position of the national statistical agency within the framework of public administration

Administrative position: Statistics Canada is a separate government entity, but reports to

Parliament through a minister with designated responsibility for the agency -- currently, that is the Minister of Industry.

Formal position of the head of office: The responsible minister exercises certain responsibilities under the Statistics Act, on the advice of the Chief Statistician. Otherwise, the Chief Statistician supervises the administration of the Act and controls the operations and staff of Statistics Canada.

Decision on work programmes: The Cabinet specifically authorizes the contents of censuses of population and agriculture. Otherwise, programme decisions are made by the Chief Statistician.

Decision on budget: Statistics Canada's overall budget is authorized by Parliament, based on the advice of the Treasury Board. Program budgets are based largely on the decisions of the Chief Statistician.

Decision on publication of statistical results: Such decisions are made by the Chief Statistician. The responsibility to publish information has been interpreted to mean that all end products of the agency are to be placed in the public domain. The publication process is set up to allow information to be made public as soon as it becomes available, and when information is released, it is available to everyone at the same time.

Information on centralization/decentralization: Statistics Canada is programmatically and administratively centralized, but geographically decentralized, with a headquarters in Ottawa and eight regional offices across Canada. Statistics Canada collaborates closely with the statistical offices of the ten provinces and two territories.

Statistics produced by other organizations: Some are produced and published by other federal departments as incidental by-products of their primary activities, and some are developed by provincial statistical offices. However, the great majority of official statistics originate from Statistics Canada.

6. Legal provisions relevant to the work of the national statistical agency

The key provisions of the Statistics Act are that Statistics Canada is to "collect, compile, analyse, abstract and publish statistical information relating to the commercial, industrial, financial, social, economic, and general activities of the people". As such, in terms of subject coverage, the Act provides the scope of the mandate of the agency.

The Act also provides for full access by Statistics Canada to all records maintained by all levels of

government, business, institutions and individuals, including income-tax records.

The Act requires mandatory response by all organizations or persons to surveys conducted by the agency, unless the survey is specifically designated by the Minister as voluntary. In carrying out surveys, Statistics Canada has adopted a policy of explanation, persuasion, and appeal to civic duty to elicit willing responses. It tries to avoid the threat of penalties. The Act gives the agency broad responsibility for establishing compatible standards and for eliminating duplication of effort by federal and provincial departments.

The Act provides stringent protection of the confidentiality of identifiable individual returns made for the purposes of the Act. Employees of Statistics Canada are required to swear an oath of secrecy, and the Act prescribes severe penalties to any employee who violates confidentiality provisions. Returns made under the Statistics Act are privileged information, and, as such, may not be used in legal proceedings.

The Access to Information Act provides citizens and permanent residents of Canada with the right of access to records under the control of federal government institutions. There are a number of exemptions from this right of access, the most important of which, from the statistical standpoint, is identifiable individual returns made under the Statistics Act.

The Privacy Act, protects the privacy of individuals with respect to personal information about themselves held by government institution, and provides individuals with a right of access to such information. Pursuant to the provisions of the Privacy Act, government institutions have the discretion in certain situations to disclose personal information without the consent of the individual to whom it relates. These provisions are subject to any other Act of Parliament and accordingly, the confidentiality provisions of the Statistics Act preclude the release of personal information collected pursuant to the Statistics Act under these provisions of the Privacy Act.

8. Sources

- * Statistics Act, R.S.C. 1985, c. S-19
- * Corporations and Labour Unions Returns Act, R.S.C. 1985, c. C-43
- * Access to Information Act, R.S.C. 1985, c. A-1
- * Privacy Act, R.S.C. 1985, c. P-21
- * Canadian Security and Intelligence Service Act, R.S.C. 1985, c. C-23

CROATIA

Situation as of May 1993

1. General

The Central Bureau of Statistics (CBS) is the central statistical institution in the Republic of Croatia. The primary activity of the CBS is to provide professional services which bear upon the preparation and carrying out of statistical surveys. Furthermore, the Bureau collects, processes, analyses, publishes and provides statistical data, as well as methodological and other professional guidelines for the statistical surveys, and supervises their implementation.

The CBS is vested with the authority to prepare the Program of Statistical Surveys for the Republic of Croatia. A part of this Program is carried out by other government institutions which are authorized to perform statistical surveys. The work of these institutions is defined by the provisions of the National Statistics Act.

2. Short history

The origin of statistical activities in Croatia goes back to 1875 when the National Statistical Office, as an executive body of the Department of Internal Affairs, was established by the Land Government for Croatia and Slavonia. At the same time, the State Statistical Council was appointed as an advisory body. This body was dealing with the organization of collection and supply of statistical data on economic and other resources, population censuses and presentation of the results of surveys.

The activities of this Office were carried out until 1918. After the Second World War, the Statistical Office of the Republic of Croatia was re-established in 1945 and later it became the Republic Bureau of Statistics. This Bureau consisted of 118 district offices at the lower territorial units. It performed statistical surveys on the territory of the Republic of Croatia in compliance with the Uniform Programme of Statistical Surveys within the framework of the Federal Statistical Office of the former Yugoslavia.

When Croatia became independent in 1992, the former Republic Bureau of Statistics became the Central Bureau of Statistics of Croatia. Besides the organization of the statistical service in Croatia, the Bureau now represents the Republic of Croatia at international statistical organizations and institutions.

3. Information about the national statistical agency

Name : Central Bureau of Statistics of Croatia

Legal basis : Central Bureau of Statistics is a professional and independent institution within the government administration.

Main tasks :

- * Determination of needs for statistical data and preparation of the Program of Statistical Surveys;
- * Collecting and processing of data, storing, publishing and dissemination of statistical information, analyzing and interpreting of the results of statistical surveys;
- * Establishing of methodologies for statistical surveys;
- * Introduction, keeping and maintaining of administrative and statistical registers;
- * Assistance and supervision of work of statistical offices in the districts;
- * Supervision of the execution of duties of reporting units;
- * Promotion and development of methods and procedures for providing, processing and publishing of the results obtained;
- * Cooperation with public/government/administrative agencies, introduction of the new statistical surveys, establishment of new records, changing of the content of the existing surveys and records which are the possible sources of data for the government statistics;
- * Honoring the international commitments in the field of statistics;
- * Providing other specialized services to users.

Head of the CBS : Bureau Director. The Director manages the activities of the CBS and his task is to organize and enable the implementation of the Program of Statistical Surveys as well as other activities within the sphere of activity of the Bureau.

A professional executive staff assist him in the performance of his duties. This staff is composed of the heads of organizational units of the Bureau.

4. Related statistical agencies

The National Statistics Act has also established the Statistical Council to act as a professional body for statistical issues. Its task is to ensure the participation of scientific, professional and other public bodies in drafting of the Program of Statistical Surveys and strategic development of the national statistical system, as well as objectivity and rationality of their contents and implementation. The CBS performs statistical surveys through its district units located at the lower territorial administrative levels. It also cooperates with other government agencies who perform a part of the activities of the national statistics.

The authorized national government agencies and institutions include: Central Meteorological Bureau; Ministry of Internal Affairs; Ministry of Justice; Ministry of Labour and Social Welfare; National Bank of Croatia; National Health Insurance Fund; Payment Operations Office and Health Care Institute of Croatia.

The CBS is responsible for the preparation and implementation of the Program of Statistical Surveys and publication of its results. It also acts as a coordinating body for the part of the Programme performed by the institutions mentioned above.

5. Position of the national statistical agency within the framework of government administration

The CBS is a professional and independent institution within the framework of the government administration, established to perform the basic statistical work. The CBS is responsible to the Government. The Bureau reports on its activities to the Government annually. The CBS is organized on the principles of neutrality, objectivity and professional independence. It collects and processes data applying scientific and professional methods. Under the same conditions, the right of equal access to statistical (aggregated and processed) data is granted to all bodies of the government, public administration, various associations and groups, mass media and individual persons. Official statistical agencies are completely independent in determining the methodology, the organization and procedures for collecting, processing and dissemination of statistical information. The Constitution of Croatia lays down the principles for protection of the confidentiality of information as the fundamental rights and liberties. Therefore, statistical agencies do not come under pressure regarding the methods or procedures which may result in

revealing of classified (private or personal) information.

6. Legal provisions relevant to the work of the national statistical agency

The legal basis for the establishment of the CBS are contained in the Article 42 of the Government Administration Act and Articles 2 and 3 of the Act on the Organization and Sphere of Activity of Ministries and other Government Agencies. The Administration Act is a system of law regulating integrally the Administration and the position of civil servants employed by the government administration. Accordingly, its provisions are essential for the functioning of the national statistics.

7. Sources

- * Statistical Surveys Act (NN no. 19/74)
- * Programme of Statistical Surveys of the Republic of Croatia.
- * Government Administration Act (NN no. 55/92, 60/92)
- * National Statistics Bill (NN no. 55/92, 60/92).
- * Rules on the internal organization of the CBS.

CYPRUS

Situation as of February 1996

1. General

The system of official statistics of Cyprus is centralized. All statistical services are provided by the Department of Statistics and Research, which is the responsible body for all statistics.

2. Short history

The Department of Statistics and Research was set up in 1950 as a small administrative supporting unit in the Secretariat under the British Colonial Administration. It was only after Independence in 1960 that it assumed its important function of providing the necessary information for the preparation of the Five-year Economic Development Plans of the Republic of Cyprus.

3. Information about the national statistical agency

Name: Department of Statistics and Research (DSR) of the Ministry of Finance.

Legal basis: Statistics Law 47/1968, which makes provisions for the taking of censuses and the carrying out of surveys and statistical enquiries.

Main tasks/functions:

- * collection of statistical information through censuses, surveys or administrative reporting; compilation, analysis and publication of the results pertaining to the economic and social fields;
- * compilation of national accounts;
- * provision of consultancy services to other Government Departments in matters relating to statistical or survey work;
- * membership or chairmanship in various Government Committees.

Head: Director.

Special responsibilities of the head of agency: the Director of the DSR is also the Census

Superintendent according to the Statistics Law 47/1968.

4. Related statistical bodies

Name: Statistics Co-ordination Committee (SCC).

Legal basis: Statistics Law 47/1968 provides for the composition and functions of the Statistics Co-ordination Committee.

Composition: Director-General of the Planning Bureau (Chairman), Directors-General of the Ministries of Agriculture, Natural Resources and Environment, Labour and Social Insurance and Commerce, Industry and Tourism, as well as the Director of the DSR (members).

Functions:

- * to recommend to the Council of Ministers whether the taking of a census is indicated;
- * to consider requests and proposals for surveys or other statistical enquiries and recommend priorities for such requests and proposals;
- * to determine the nature of the statistical information to be collected.

Sub-committees: The Statistics Co-ordination Committee has the power to call representatives of other Ministries or Departments of Ministries as members of the Committee as and when it may consider it necessary.

5. Position of the national statistical agency within the framework of public administration

Administrative position: The Department of Statistics and Research comes under the Ministry of Finance, though it is the central statistical agency of the government as a whole.

Formal position of the Head of Office: The Director of the DSR is administratively answerable to the Director-General of the Ministry of Finance.

Decision on work programmes: the Director of the DSR decides on the annual work programmes, after discussion with his senior staff.

Decision on budget: the Director of the DSR prepares draft budget requests which must be approved by the Ministry of Finance (Ordinary Budget) and the Planning Bureau (Development Budget). Finally both the Ordinary and the Development Budgets are subject to vote by the Parliament.

Decision on publication of statistical results: the decision on publication of results usually lies with the Director of the DSR. Approval by the Ministry of Finance or the Council of Ministers is in most cases only a formality.

Centralization/decentralization: Since 1968 (Statistics Law), the DSR is the central statistical agency. There are no plans for decentralization.

Statistics produced by other organizations: there are no other organizations producing national statistics, except the Central Bank of Cyprus, which compiles data for monetary statistics and the balance of payments.

6. Legal provisions relevant to the work of the national statistical agency

The Council of Ministers can decide that a census be taken, and can prepare the necessary regulations in its regard. These regulations are submitted to the House of Representatives.

The law specifies a number of matters in respect of which surveys may be carried out. Within the authority of the Minister of Finance, statistical enquiries may be held to collect information required for, or related to, the functions of the DSR.

Results of surveys are reported to the Council of Ministers, if the survey was directed by this Council and in other cases to the Statistics Co-ordination Committee, for consideration and decision on publication. Persons, corporations, professional bodies, other organizations are obliged to supply information for the purpose of surveys and enquiries carried out under the Law. Specially authorized officials from the DSR have access to public records, books and documents of corporations for the purpose of obtaining information, which is necessary within the context of censuses or surveys.

No returns or other documents obtained in connection with the taking of censuses or surveys are open to public inspection. They are not admissible or to be used in evidence in any criminal or civil proceedings (except in criminal proceedings for an offence under the Statistics Law itself, e.g. when false information is given).

7. Miscellaneous

The following remarks can be made about statistical practice as compared to the regulatory framework for official statistics:

a) The Statistics Co-ordination Committee did not convene since 1968. The co-ordination is achieved through the budget.

b) Proposals for the taking of censuses can be made to the Council of Ministers either by the Minister of Finance (originating from the DSR) or a Minister directly related to the census (e.g. a Census of Housing was proposed by the Ministry of the Interior and the proposal originated from the Department of Town Planning and Housing; the Census of Agriculture was proposed by the Ministry of Agriculture and Natural Resources).

c) Proposals for surveys and statistical enquiries can be made to the DSR by various interested Government Departments. The DSR examines the various proposals in the light of its work programme and priorities and may include them in the Development Budget to be discussed and finalized with the Director-General of the Planning Bureau.

d) For each census or new survey, a Technical Committee is set up, comprising representatives of the DSR, the Planning Bureau and other Departments or Ministries related to the census or survey subjects. The Technical Committee decides on the nature of the statistical information to be collected and designs the questionnaire.

8. Sources

- * The Statistics Law 47/1968 (Official Gazette, 26 April 1968)
- * Functions and services of the Department of Statistics and Research.

CZECH REPUBLIC

Situation as of 1 January 1996

1. General, and 2. Short history

The first statistical service in what is now the Czech Republic started in 1829; in 1897, the Provincial Statistical Office of the Czech Kingdom was established.

Processes for statistics, accounting and operative-technical recording were merged in 1951 under a system formalized by Act 108/1951. After 20 years of experience with this system, which was focused on economic data, a revised and expanded system of socio-economic recording was established in 1971. Meanwhile, a Federal Statistical Office was created in 1968, along with central offices for the national republics – a Czech Statistical Office and a Slovak Statistical Office. Following the split of the Czech and Slovak Federal Republic into the Czech Republic and the Slovak Republic on 1 January 1993, the Czech Statistical Office assumed all functions representing the Czech statistical service.

3. Information about the national statistical agency

Name: Czech Statistical Office (CSO).

Legal basis: Statistics Act No. 89/1995. This Act is based on the following principles:

- * The creation and use of a statistical information system is viewed as a state service producing statistical information to serve the state institutions and the public;
- * The Czech Statistical Office is in charge of the state statistical service. Nevertheless, under the new act, ministries and other central institutions will also be allowed to organize statistical service. In these instances, the CSO will act as a coordinator;
- * Statistical surveys, as the main source of data for producing statistical information, are either on a mandatory (natural persons and legal entities) or voluntary basis. In order to make some surveys unnecessary, the CSO has the right to use for statistical purposes all data collected by other state institutions (administrative data sources);
- * A special emphasis is put on individual data protection;

- * An independent part of the Act is devoted to statistical classification, nomenclatures and registers. Newly treated is the Business Register.

Head: President, appointed by the President of the Republic. He reports to the Government.

5. Position of the national statistical agency within the framework of public administration

The CSO holds authority in the field of socio-economic information. In creating a concept of the state statistical service, making decisions on methodology and ways of information collection, processing and publishing, the CSO observes only the law and other legal regulations; in this respect, the CSO is independent of other state institutions. All statistical surveys carried out in the Czech Republic are organized or approved by the CSO in cooperation with the regional statistical bodies. Other central institutions, upon agreement with the CSO, may set up their own (secondary) systems of statistical surveys to meet their specific needs. Such systems take place of official statistical surveys.

The Czech Statistical Office is responsible for the acquisition and processing of data for statistical purposes and supply of information, as well as for the comparability of data both at the national and international level. To this end, the CSO:

- a) establishes the methodology for statistical surveys, their processing and use, and defines statistical indicators to evaluate social, economic and environmental situation in the country as a whole and its components, and assesses future trends;
- b) compiles a programme of statistical surveys;
- c) conducts statistical surveys;
- d) compiles aggregate statistical information about the development of the national economy and its individual sectors;
- e) performs analysis or projections of selected social, economic and environmental developments of the country and its administrative units;
- f) publishes and supplies statistical information including the methodology, informs

the public about social, economic and environmental situation of the country and its administrative units;

g) creates and maintains statistical classifications, nomenclatures and registers, and provides information thereof.

The Czech Statistical Office also:

a) collects foreign statistical information to compare national social, economic and environmental developments with other countries;

b) cooperates in statistical areas with other countries and prepares international agreements regulating international cooperation in the field of statistics;

c) supplies statistical information abroad and cooperates with international organizations in the unification of international statistical recommendations and standards in statistical areas.

The Czech Statistical Office coordinates the state statistical service organized by other central institutions. The CSO:

a) overviews activities carried out by these institutions in the area of state statistical service and ensures that they observe individual data protection regulated by the Statistics Act;

b) cooperates with central institutions in preparing a programme of statistical surveys and takes action to prevent duplications and overlaps;

c) unifies the methodology by defining statistical indicators for surveys conducted by central institutions and provides them with methodological assistance.

The CSO organizes statistical activities in the lower administrative units through regional and district statistical offices.

6. Legal provisions relevant to the work of the national statistical agency

In instances defined by the Act, organizations and individuals are obliged to provide correct and timely information in response to official statistical surveys and to surveys carried out by other agencies having official approval. The refusal of individuals or organizations to provide information may result in penalties. Act 89/1995 (including the one revised) also stipulates that data on individuals collected through statistical records and surveys may neither be published without their consent nor be used for any other than statistical purpose.

8. Sources

* Statistics Act 89/1995

DENMARK

Situation as of April 1996

1. General

Most official statistics are produced centrally by an independent institution called Statistics Denmark (SD), whose activities are governed by law (Act on Statistics Denmark). Administratively, SD falls within the sphere of responsibility of the Minister of the Economy. Authority to decide on the contents of statistical production programmes rests with a Board of Governors. The law authorises SD to collect the information it needs for its statistics.

Statistics Denmark is under obligation to publish (at its own discretion) information considered to be of general interest. In addition, it disseminates statistical results through a special service programme, including databanks. Users are charged for the costs of producing these data; revenues from these charges cover some 28 per cent of SD's total expenditures. The expense of producing statistics of general interest is covered by annual block grants from the national budget.

2. Short history

The first Danish population statistics were developed in the second half of the 18th century (the first population census was carried out in 1769), but a government institution responsible for official statistics was not established until 1850. Since then, most official statistics have been produced centrally by this institution, known since 1966 as Statistics Denmark.

3. Information about the national statistical agency

Name: Statistics Denmark.

Legal basis: Act No. 196, on Statistics Denmark of 1966, as subsequently amended.

Main tasks:

- * to collect, process and publish information on social and economic conditions;
- * to undertake the collection, processing and publication of information for local authorities, organisations and private enterprises;
- * to supervise or assist in the establishment and use of administrative registers, which also can be used for statistical purposes;

- * to assist committees and commissions in statistical matters;
- * to prepare certain statistical analyses and forecasts.
- * to undertake tasks in connection with international statistical cooperation.

In addition, SD is responsible for the Central Register of Enterprises and Establishments, covering administrative needs.

Head: Director General - the coordinate title of National Statistician is also used. A Planning Committee (National Statistician and the heads of the various departments) drafts the work programme and deals with organisational problems.

4. Related statistical bodies

Name: Board of Governors.

Legal basis: Act on Statistics Denmark.

Composition: Chairman is the Director General; six members are appointed by the Minister of the Economy. Together the members represent a wide range of social and economic activities, such as research and higher education, industry, labour markets and local governments.

Functions: The Board determines to what extent SD will use its data-collection authority, decides on the contents of SD's work programme and approves SD's budget before its submission to the Minister of the Economy. Advisory committees are set up by the Board of Governors to cover a wide range of statistical matters. Their main task is to advise SD on co-ordination and on any changes in users' needs for statistics.

5. Position of the national statistical agency within the framework of public administration

Administrative position: Statistics Denmark has an autonomous status with a high degree of independence in the production of statistical information as decided by the Board of Governors. The Minister of the Economy is responsible only for the budget - upon recommendation by the Board of Governors - and personnel matters.

The position of the head of SD – the Director General – is comparable to that of a permanent secretary of state.

Decision on publication of statistical results: DS decides on all matters of publication.

Centralisation: Danish statistics are highly centralised and DS compiles the bulk of official statistics. The only important exceptions are statistics on fisheries, health, environment and R&D, which are produced by the ministries concerned in co-operation with SD, as a rule through advisory committees.

6. Legal provisions relevant to the work of the national statistical agency

In addition to the provisions mentioned above, the Act on Statistics Denmark authorises SD to request from public authorities, private enterprises and, in certain cases, private individuals, such information as is required for the compilation of statistics.

According to the Danish Public Authorities' Registers Act of 1978, the establishment of registers by public authorities is subject to approval of the Minister concerned, in consultation with a Data Surveillance Authority.

Main points of privacy legislation:

- * personal data may be registered only if they are clearly relevant for the tasks of the authority concerned;
- * purely personal matters (race, religion, etc.) may not be registered unless a special jurisdiction exists;
- * data which have become irrelevant shall be erased;
- * no identifiable data shall be passed on from statistical registers to any public authority or to any private individual or enterprise.

Under the provisions of the Act, data from administrative and statistical registers may be matched if the purpose is purely statistical.

A Data Surveillance Authority exercises surveillance over any register to which the Act applies. The Data Surveillance Authority consists of a Council and a Secretariat. The Council is established by the Minister of Justice.

7. Miscellaneous

The intentions governing the Act on Statistics Denmark have by and large been implemented. Administrative data are used widely for statistical purposes, thus traditional population and housing censuses are not carried out any more. Budgetary restrictions and the desirability of avoiding political implications have limited SD's activities in the field of statistical analysis, but Statistics Denmark performs to an increasing extent individual service projects subject to a user charge. In addition, Statistics Denmark gives assistance to a number of public boards and commissions.

A major organisational change was carried out by Statistics Denmark with effect from 1 September 1995. The objective of this change was:

- * to strengthen the quality and efficiency of the professional work in the field of statistics;
- * to strengthen the usefulness and service-orientation of Statistics Denmark's products and to ensure a cohesive and up-to date dissemination of the statistics;
- * to strengthen the international statistical collaboration by establishing a new Management Secretariat with coordinated tasks;
- * to achieve a more comprehensible organisational structure.

8. Sources

- * The Danish Public Authorities' Registers Act (cf. Consolidated Act No.654 of 20 September 1991, as subsequently amended by Act No. 1093 of 21 December 1994).
- * Act on Statistics Denmark (cf. consolidated Act No. 1189 of 21 December 1992).
- * Presenting Statistics Denmark, April 1994.

ESTONIA

Situation as of 1 March 1996

1. General

Estonia has a centralized statistical system which is financed from the state budget. The State Statistical Office is under the supervision of the Ministry of Finance. The main responsibility for production of statistics at the government level rests on the State Statistical Office of Estonia and subordinated statistical bureaus. Apart from the Statistical Office (SO), several other government agencies compile statistics within their fields of responsibility in accordance with the Statistical Office.

2. Short history

The official beginning of the Estonian statistical system was the 18 January 1854, when the Government (Guberniya) Statistical Committee started collecting statistical documents on a regular basis. The second important date in the history of Estonian statistics is 1 March 1921, when the State Statistical Central Bureau was established.

Between the periods of independence (1940-1991) the statistical work of the Statistical Central Board (later Statistical Committee) was carried out under the direct guidance of the USSR Central Statistics Department, later renamed the USSR Central Statistics Department, later renamed the USSR State Committee for Statistics.

Since 1991, the State Statistical Office of Estonia is an independent office and has the responsibility for collection, processing and publication of statistical data.

3. Information about the national statistical agency

Name: The State Statistical Office of Estonia (SSO)

Legal basis: Since 1990, statistical activities have been regulated by the Law on Statistics. The Law addresses the organisation, the mandate, the rights and responsibilities of the Statistical Office, and the types of compulsory statistical surveys for private individuals and corporate bodies. The SSO acts according to its statute, confirmed by the Government of Estonia on 17 July 1990.

At the moment, the draft Law on Statistics is prepared, and is in the process of harmonization with other ministries and bodies.

Main tasks/functions:

- * to create and use the statistical information system in order to reflect economic and social developments in Estonia;
- * to co-ordinate the collection and processing of statistical data between the SO and subordinated statistical bureaus and other institutions and organisations;
- * to organise statistical production (surveys) according to the State Order (Statistical Programme);
- * to supply the public with adequate and timely information on the results of statistical production;
- * to develop statistical methodology;
- * to participate in international statistical co-operation programs in restructuring the statistical system according to the needs of transition process;

Head: The State Statistical Office is headed by the Director General. His main task is to lead and control the work of the Statistical Office and other statistical institutions subordinated to it. The Director General is also responsible for the operation of the SO and for development of statistics, as well as for the planning and co-ordination of statistical work and production of statistics and analyses of the results of data processing.

4. Related statistical bodies

The Office plans to establish a Statistical Council, which will assume the decisive role in statistical work in the future.

5. Position of the national statistical agency within the framework of public administration

The Director General leads the work and activities of the SO according to the statute. For his work, he is responsible to the Minister of Finance of Estonia. The Director General has one Deputy, who substitutes for him to the extent determined by the Director General himself.

In order to discuss the current problems and take certain decisions, a body called Direction has been

established within the Office. The members of the Direction are: Director General, Deputy-Director, the Chief of Personnel, the legal adviser, the Chief economist and the Heads of the nine divisions of the SO. The Foreign Counsellor also attends weekly meetings of the Direction.

The Statistical Office has 7 regional statistical bureaux with representatives in all counties. They collect the reports from enterprises and organise and maintain statistical work within their territorial units. The regional bureaux are financed from the state budget.

In order to fulfill their functions, Ministries and other institutions may demand specific questionnaires (reports) on certain industries and carry out other statistical surveys, which shall be registered in the State Statistical Office,

6. Legal provisions relevant to the work of the national statistical agency

The Law on Statistics applies to the regular collection, data analyses, publishing and recording of statistical data on national economy, population and environment in Estonia. This Law was adopted by the Supreme Soviet of Estonia on 15 march 1990.

It is expected that the new Law on statistics will be passed by the Parliament in 1996. According to this Law, the State Statistical Office and its bureaux organize statistical work and are responsible for its functioning. Ministries, government agencies and other institutions may compile statistical data in order to fulfill administrative duties within the limits of their authority.

Institutions and organizations involved with statistical work have to:

- * guarantee access to the state information;
- * provide the requested data held in the data-bank or in the registers on any individual or legal person;
- * provide the information free of charge, in cases determined by the Government.

The State Statistical office and its bureaux have the right to:

- * receive from all persons, subjected to the Law on statistics, comprehensive, reliable and timely data;
- * use financial, banking, custom office and data from other departments and authorities as well as the results of statistical surveys of industries according to the rules provided by the government;
- * fulfill the requests by legal persons from Estonia and carry out other statistical

surveys on request by other countries and international organizations;

- * control the reliability of statistical data, if necessary;
- * conclude agreements on co-operation with other national and international statistical institutions, in accordance with the legislative acts of Estonia.

Any person causing a failure to reply or delay in responding to surveys and accounting balance sheets, as well as those providing false data or violating the legislative acts concerning data protection, shall be held responsible according to the legislative acts of Estonia.

FINLAND

Situation as of 1 March 1995

1. General

Statistics Finland, Finland's national statistical agency, is responsible for the compilation of most official statistics. Apart from Statistics Finland, several other — mainly administrative — government agencies compile official statistics in fields falling within their purview.

2. Short history

In 1748, when Finland was part of Sweden, a government bureau was set up in Sweden for the purpose of compiling population statistics. Finland received her own bureau of statistics in 1865. In 1884 the bureau was renamed the Central Statistical Office of Finland. The same year, the series of publications entitled "Official Statistics of Finland" became the joint forum for all producers of official statistics.

3. Information about the national statistical agency

Name: Statistics Finland

Legal basis: Act on Statistics Finland, 24 January 1992

Main tasks:

- to compile statistics and surveys regarding conditions in society.
- to attend in collaboration with other authorities to the general development of all the compilation of statistics by the State.

Head: Director General.

Main responsibilities:

- to lead, oversee and develop the activities of Statistics Finland
- to be responsible for productivity of the activities and for the achievement of the objectives

Board: the highest decision-making body

Composition: the Director General, a representative of the staff, five other members, appointed by the Council of the State for a mandate of four years. A chairman is appointed by the Council of the State

The Board makes decisions on:

- general principles and objectives for the activities and economic objectives
- budget proposals and mid-term programming and budgeting plans
- final accounts
- other broad and significant issues in principle

4. Related statistical bodies

Established by Statistics Finland:

Various advisory groups in different subject-matter areas, composed of scientists or representatives of main users of information and other interested parties (e.g. representatives of important respondent groups)

5. Position of the national statistical agency within the framework of public administration

Statistics Finland is an independent government agency set up under the Ministry of Finance. The Director General is appointed by the President of Finland.

Statistics Finland prepares a midterm programming and budgeting plan, which is submitted to the Ministry of Finance. The plan provides the basis for preparing the annual budget, which is approved by Parliament at the proposal of the Council of State, and the annual work programme, which is approved by the Director General.

Statistics Finland is independent in its professional activities and may freely decide on the publication of its results and on the contents of its publications. About 65 percent of official statistics in Finland are compiled by Statistics Finland and the rest by more than 30 other government agencies, primarily from the basic data they need for their administrative activities.

6. Legal provisions relevant to the work of the national statistical agency

Under the Statistics Act, state authorities are obliged to supply to Statistics Finland, from the data files in their possession, all the data that are necessary for the production of statistics.

Employers, self-employed persons, unincorporated public enterprises, local government authorities and non-profit institutions and foundations are obliged to supply data on their finances and activities. If a respondent subject to an obligation to provide data fails to supply the data by the date laid down, he may be obligated to supply the data under the threat of a fine.

The data acquired for statistical purposes are confidential. Data on the activities of central and local government authorities and the data in the business register are, however, public. Confidential data may be released only for the purposes of scientific research or statistical surveys without identifiers.

The Statistics Act also provides that statistics shall be reliable and that they shall be published as soon as possible after their completion. Uniform definitions and classifications shall, where possible, be used.

Personal Data File Act of 1987 protects personal privacy, interests, and rights. Under the act, Statistics Finland may establish personal data registers to serve the needs of statistical compilation without permission from data - protection authorities.

8. Sources

Act on Statistics Finland (24-1-1992)
Decree on Statistics Finland (14-2-1992)
The Statistics Act (21-1-1994)
Personal Data File Act of Finland (30-4-1987).

FRANCE

Situation as of 1 January 1988.

1. General

The French system of official statistics is rather decentralized. Statistical services exist in several ministries, and also in a large number of public or semi-public agencies, e.g. the central bank (Banque de France). Nevertheless, the central statistical agency has a very important function in the system because of its size, its facilities (including regional offices), as well as its responsibility for the management of registers providing a basis for the compilation of statistics. This important function derives from a mandate for general co-ordination defined by law. In addition, the agency performs a number of important tasks in the fields of analysis and research. It compiles the national accounts in co-operation with other agencies, analyses economic trends, and issues forecasts, particularly for the economic planning of the government.

Finally, certain private and professional organizations are legally entitled to act as intermediaries in the execution of statistical surveys.

2. Short history

The first Bureau of Statistics was founded in 1800 within the Ministry of the Interior. It was abolished in 1812. In 1833 a new agency was created within the Ministry of Commerce. Later on, this was called Statistique générale de la France (General Statistics of France). Its merger with some other bodies led to the creation of the National Statistical Service and, in 1946, to the birth of the National Institute of Statistics and Economic Studies (INSEE). Since then, the Ministries have been developing statistical services for their own fields of competence, some of them on a regional basis.

3. Information about the national statistical agency

Name: National Institute of Statistics and Economic Studies (Institut National de la Statistique et des Etudes Economiques).

Legal basis:

- * Act of 27 April 1946, and a decree of 14 June 1946 defining its tasks;
- * Act of 7 June 1951, No. 51-711, on the obligation, co-ordination and statistical

secret, which defines how statistical surveys are to be carried out;

- * The Act of 1951 was complemented in 1986 (Act No. 86-1305 of 23 December 1986) by the addition of a new article;
- * Decree of 17 July 1984, No. 84-628, which defines the tasks, composition and operation of the National Council of Statistical Information (Conseil National de l'Information Statistique), a co-ordinating body, which was created on the basis of the Act of 1951.

Main tasks:

- * collection and production of demographic, social and economic statistics;
- * management of some important basic registers (enterprises and establishments, persons);
- * co-ordination of the statistical system;
- * conduct of economic and social studies;
- * dissemination of statistical information produced by INSEE and other agencies;
- * development of statistical and economic know-how through teaching, research and technical assistance to developing countries.

Head: Director General.

4. Related statistical bodies

Name: National Council of Statistical Information (Conseil National de l'Information Statistique - CNIS), founded by the Decree of 1984, successor of the Conseil National de la Statistique (which was created in 1972).

Composition: Chairman (the Minister of Economic Affairs); Secretariat (INSEE). Members - a total of about 100 (representatives of each Ministry; elected members, national or regional; representatives of labour unions and social organizations, of Chambers of Commerce and of employers' organizations; experts). The Council has a board of 16 members, chaired by the Minister of Economic Affairs. The Board chooses a Vice-chairman and prepares decisions by the Council.

Functions:

- * to ensure consultation between producers and users of official statistical information;
- * to advise on different aspects of statistical activities, in particular: the annual programme of statistical surveys, the multiannual statistical programmes (a five-year plan is drafted at regular intervals), economic and social nomenclatures (a National Commission on Nomenclatures of Activities and Products also exists; it has no direct links with the CNIS);
- * to report on its activities.

Sub-committees: There are about 15 sub-committees for different functional or sectoral statistical fields. Two of them are:

- * an Arbitration Committee (Comité du Contentieux), based on the Decree of 1984, advising on fines in cases of refusal to complete official statistical questionnaires; and
- * a committee on statistical secrecy for enterprises, based on the Decree of 1984, advising on principles and practice of the rules for statistical confidentiality.

5. Position of the national statistical agency within the framework of public administration

INSEE is a Directorate-general within the Ministry of Economic Affairs and Finance. Its budget is part of the Ministry's budget and is thus submitted to the normal parliamentary approval procedures. The Director General of INSEE has the administrative status of Ministerial Director.

However, INSEE is independent in technical and scientific matters, including the publication of statistical results. Work-programmes are decided within INSEE, taking into account budgetary restrictions (there are special budgets for large surveys, such as the population census) and the opinions of and agreements with the CNIS.

Co-ordination is one of the most important tasks of INSEE. The four principal aspects of this co-ordination are:

- * the monitoring of general coherence of statistical activities, within the framework of the CNIS;
- * harmonization of statistical concepts, definitions, nomenclatures and units (for

which the basic registers are an important tool), and establishment of the general framework for statistical aggregation (particularly the national accounts);

- * development and maintenance of the statistical machinery in the ministries through delegation of INSEE experts to ministries, expert advice on statistical projects and numerous forms of concertation;
- * the observation of coherence in the contacts with international organizations.

6. Legal provisions relevant to the work of the national statistical agency

The most important act concerning statistical activities is the Act of 7 June 1951 on the system of compulsory statistical surveys. The annual programme of such surveys is established by ministerial decision, after consultation with the CNIS. Fines for not complying with them are determined on the basis of recommendations made by the Arbitration Committee.

The Act of 1951 also defines statistical secrecy. Individual data on persons and households are not to be divulged in any way (except after at least 100 years past their collection, on the basis of the Archives Act).

Individual data of economic or financial nature may not be used for fiscal or any administrative control purposes. They may be divulged on the basis of a ministerial decision, after consultation with the Committee on Statistical Secrecy for Enterprises (sub-committee of CNIS).

The Act of 1951 was completed by the Act of 23 December 1986. This Act allows for transmission of administrative data (protected by a professional secret) to INSEE and statistical services of the ministries. These transmissions are subject to the Act of 1978 on Computerized Data Files and Privacy Protection. A National Commission was established on the basis of this Act, advising on the use of computerized data on persons. The Act grants the right of access (and correction) of individuals to their personal data, whether stored in computerized or manual form. It also stipulates that, whenever data are collected from persons, they have to be informed of:

- * the compulsory or voluntary nature of the enquiry;
- * consequences in case of refusal to reply;
- * the agencies to store the information; and

- * the right of access and correction.

The Act forbids the collection or storage of identifiable personal information revealing, directly or indirectly, racial origin, political, philosophical or religious opinion or labour union membership.

8. Sources

- * Institut national de la Statistique et des Etudes économiques: missions, organisation - INSEE 1984
- * Présentation du système statistique français - INSEE, édition 1981
- * Répertoire du système statistique français - INSEE, édition 1984
- * Le secret statistique, les textes législatifs et réglementaires, leur application - INSEE, édition décembre 1985
- * Courrier des statistiques, revue trimestrielle de présentation des organismes et travaux statistiques.

GERMANY

Situation as of January 1995

1. General

Official statistics in Germany are predominantly federal. They provide comprehensive, timely and reliable data for the legislative bodies, the federal government and administration, and, as far as possible, for the Länder, as well as for other users, including the public.

In general, statistical work is concentrated in the Federal Statistical Office (FSO) and the Land Statistical Offices (LSO). In accordance with the federative structure of state and administration, the Federation and the Länder share the work. The FSO is entrusted with methodology, the technical preparation of individual statistics, and the compilation and presentation of federal statistics. The LSOs are generally responsible for implementing federal surveys and compiling results at the Länder level, which are then sent to the FSO. Regional statistics are to a large extent decentralized. There must be a legal basis – a law or regulation – allowing the production of each individual federal statistic ("Principle of Legalization").

The new Law on Federal Statistics 1987 bases official statistics on principles resulting from the 1983 decision of the Federal Constitutional Court on the Population Census. These principles aim at a rigorously applied protection of the private sphere, improved information from respondents, and a strict separation of statistical work from administrative activities. These principles have been derived by the Court from the right to "informational self-determination", which is based on the relevant rights enshrined in the Basic Law (constitution) of the country.

Since German unification, the Law on Statistics for Federal Purposes and other statistics laws also apply to the territory of the former German Democratic Republic. Exceptions are valid only for a transition period and must be determined by special regulation.

2. Short history

The concentration of statistical work in official statistical offices began as early as 1805, when a central statistical authority was established in Prussia. In 1872, the Imperial Statistical Office was created, which became the Reich Statistical Office after World War I. After the second World War the statistical service as a whole was reconstructed and the FSO was established.

With German unification on 3 October 1990 the authority of the FSO was extended to the territory of the former GDR. In the new federal Länder of Brandenburg, Mecklenburg - Vorpommern, Mecklenburg - Westernpomerania, Sachsen (Saxony), Sachsen-Anhalt (Saxony-Anhalt) and Thüringen (Thuringia), statistical offices will be established. The Berlin Land Statistical Office will cover Berlin as a whole.

3. Information about the national statistical agency

Name: Federal Statistical Office.

Legal basis: Act on Statistics for Federal Purposes, revised 1987.

Main tasks:

- * to prepare and develop federal statistical methods in co-operation with the Land statistical offices;
- * to plan, collect, co-ordinate, process and publish federal statistics;
- * to compile foreign statistics, statistics for EU, and data for international organizations;
- * to compile national accounts;
- * to establish, operate and co-ordinate statistical data banks of the federal agencies;
- * to advise federal authorities on statistical matters.

Head: President, appointed by the Federal President, upon proposal by the Federal Government. The President also functions as the Federal Returning Officer and carries out tasks according to the Federal/European Electoral Acts and the Federal/European Electoral Statutes.

4. Related statistical bodies

Name: Advisory Committee (Statistischer Beirat), attached to the FSO in accordance with paragraph 4 of the Federal Statistics Act 1987.

Composition: The chairman is the President of the FSO; the members include representatives of the

Federal Ministries, the Federal Audit Office, the German Federal Bank and the German Federal Railways; the Head of the Land Statistical Offices; and the Federal Data Protection Officer.

Further members of the Advisory Committee are representatives of communal associations, commerce, industry and employers' associations, trade unions, agriculture, institutes for economic research and institutes for higher education. These representatives are selected by the competent ministries and appointed by the President of the FSO upon the proposal of the institutions concerned.

Main tasks:

- * to advise the FSO on fundamental questions of statistics. The FSO examines the recommendations and suggestions of the Advisory Committee and uses them according to its administrative needs and financial possibilities.

The Advisory Committee is supported in its work by a system of technical committees and expert groups.

5. Position of the national statistical agency within the framework of public administration

The FSO acts as an independent superior federal authority within the domain of the Federal Minister of the Interior. According to the Act of 1987, the FSO is an agency serving all federal ministries. This means that in producing statistics it is responsible to the federal ministries that prepare the legal foundations for statistics in their fields. The FSO is independent in methodological and scientific matters.

The statistical offices of the Länder are of great importance to the system. They collect and process all data at the level of the respective Land. The FSO compiles federal statistics mainly on the basis of information furnished by the LSOs.

Some statistics – on foreign trade, for example – are compiled directly at the federal level. The initiative for individual statistical projects lies with the federal ministries. They formulate statistical work programmes and are advised and supported in this task by the FSO. Statistical projects are only carried out if the financial means are secured beforehand by the Federal Minister of Finance upon proposal by the Minister of the Interior. The results are published by the Federal Statistical Office within a publication system consisting of three major groups: General cross-section publications, subject-matter series, and classifications.

Some official statistics are collected, compiled and published by other agencies, including the agricultural, transport and labour administrations and the German Federal Bank.

6. Legal provisions relevant to the work of the national statistical agency

Under the Constitution of the Federal Republic of Germany, any State intervention affecting the fundamental rights of citizens must have a legal basis. This is known as a "Gesetzesvorbehalt", or constitutional proviso. Official statistical surveys represent an intervention and may be carried out only under public statute.

The Federal Statistics Act (FeSA, "Gesetz Über die Statistik für Bundeszwecke") of 3 September 1953, the first piece of legislation relating to federal statistics, laid down a basic framework. With a few exceptions, individual surveys were conducted in accordance with specific laws. These laws also contained rules on confidentiality and thus formed the basis for the provision in the FeSA requiring confidentiality which now applies to all statistics used for federal purposes. Strict protection of individual data is the counterpart to the obligation to respond, which was retained from previous acts in paragraph 15 of the new Federal Statistics Act 1987.

Details of individual personal or material circumstances collected for federal statistical purposes may not be divulged by those to receive the information unless legislation on statistical matters allows it, such as the 1987 Census of Population Act.

Protected "individual statistical information" includes all information provided by a natural or legal person enabling a set of federal statistics to be compiled. Such information may not be published, but summarized information based on data collected from several persons obliged to provide it need not be kept confidential. Confidentiality rules are designed to prevent personal data being disclosed to third parties – persons not connected with the agency where the data are stored – and also to regulate the flow of data within the storing agency. The rules forbid persons engaged in data processing "to process, disclose, give access to or otherwise use protected personal data without authorization for a purpose other than that of carrying out their legitimate tasks". The Act on Protection Against the Misuse of Personal Data during Data Processing (Federal Data Protection Act - FDPA; "Gesetz zum Schutz vor Missbrauch personenbezogener Daten bei der Datenverarbeitung - Bundesdatenschutzgesetz") of 27 January 1977, contains general rules on the protection of personal data stored in files. Unlike the FeSA, the FDPA protects only data on natural

persons. As it is a law for general application, more specific regulations, such as those relating to the confidentiality of statistical information, take precedence. But its provisions give additional protection in cases where facts are not, or not conclusively, governed by the duty to observe statistical confidentiality.

Under the FDPA, the office of Federal Commissioner for Data Protection was created. If the Federal Data Protection Officer determines that federal authorities have violated legal provisions, he may submit a complaint to the supreme federal authority with responsibility in that field. At the same time, he may suggest ways to remedy the deficiencies and improve data protection. The officer, to whom any citizen may submit a complaint, presents a report on his work once a year to the federal parliament ("Bundestag").

7. Miscellaneous

The most important advantage of the German system is the rigorous protection of privacy based on strict laws. A significant disadvantage is a resulting lack of flexibility in meeting new and acute statistical demands. The new Federal Statistics Act 1987 therefore provides in article 7 for surveys for special purposes as new instruments for data collection. They do not require a specific legal basis, but may be executed only on a voluntary basis.

8. Sources

- * Act on statistics for federal purposes, 1987
- * Federal Data Protection Act, 1977
- * Data protection in the Federal Republic of Germany, Bulletin of the Federal Government, 11 January 1980
- * Protection of privacy, by J. Werner and E. Südfeld, paper for Eurostat seminar, 1984
- * Survey of German Federal Statistics, 1988
- * Important facts of the budgetary development of the Federal Statistical Office.

GREECE

Situation as of February 1996

1. General

The Greek statistical system is centralised. Almost all major government statistical work for general use is done at the General Secretariat of the National Statistical Service of Greece (NSSG).

2. Short history

The most characteristic period in Greek statistics was from 1925 to 1940, when all ministerial statistical departments were merged. This centralisation led to the establishment of a National Bureau of Statistics. After 1953, the basis was laid for a modern statistical service.

3. Information about the national statistical agency

Name: General Secretariat of the National Statistical Service of Greece.

Legal basis:

Decree-Act No. 3627 of 1956; Presidential Decree No. 1143 of 1980; Presidential Decree No. 224 of 1986; Presidential Decree No. 532 of 1991 (it replaced the Presidential Decree No. 545 of 1988).

Main tasks:

- * to collect, classify, process and analyse all data for national statistics needed by public services and government programmes, as well as data requested by Eurostat according to Council Regulations and Directives;
- * to provide data to national and international organisations within the framework of the confidentiality rules in force (Decree Act 3627 of 1956, articles 36 and 40, and Council Regulation 1588 of 1990);
- * to co-ordinate the tasks of the divisions of the Central Service with the activities of the statistical services attached to the ministries, so that the country is supplied with a universal statistical programme, avoiding duplications, limiting expenses and securing the conformity, accuracy and general acceptability of data.

The agency consists of the following services:

1. The Central Service, composed of fifteen divisions: Administrative Support; Economic Administration; Methodology and Programme; Censuses; Population; Primary Sector; Economic Indexes; Industry and External Trade; Distributive Trade and Services; Social Statistics; National Accounts; Informatics; Statistical Information and Printing; Inspection and Education. All divisions except of Inspection come under the Director General of the NSSG (Presidential Decree No.336 of 1990)

2. Statistical services attached to the ministries and to public services and authorities, composed of staff belonging to the NSSG and which, according to their subject matter, are part of one of the five Central-Service divisions: Censuses; Primary Sector; Industry and External Trade; Distributive Trade and Services, and Social Statistics.

3. The regional statistical services established in the capitals of the 51 administrative units ("Nomoi") into which Greece is divided.

5. Position of the national statistical agency within the framework of public administration

Administrative position: The NSSG is an independent public agency within the domain of the Ministry of National Economy.

Formal position of the head of office: General Secretary - who reports to the Minister of National Economy.

General division: Director General is subordinated to the General Secretary and he coordinates the activities of 14 other divisions which compose the NSSG.

Decision on work programme: The decision on the work programme of the NSSG is taken either by the Minister of National Economy alone, or, in cases where the programme affects other ministries, by joint decision with the minister concerned. In both cases, the decision is made on the basis of proposals made by the NSSG. The implementation of the work programme, particularly its technical aspects, is the responsibility of the NSSG.

Decision on budget: The General Secretary decides within a budgetary envelope which is large enough to permit covering most expenses.

Decision on publication of statistical results: This is the responsibility of the General Secretary of the NSSG.

Statistics produced by other organisations: According to legislation (Decree Act No. 3627/56), responsibility for producing statistics belongs to the NSSG. However, when the NSSG is not in a position to meet all requirements, other agencies (ministries, entities of public law, etc.) may proceed with statistical programmes provided that basic standards (questionnaires, instructions etc.) are approved in advance by the NSSG.

6. Legal provisions relevant to the work of the national statistical agency

Persons, associations, corporations and organisations are obliged to furnish information requested. In accordance with Article 36 of the Decree-Act of 1956, questionnaires and tables must state if the information may be used for fiscal purposes or in connection with military conscription. If not, the contents are considered confidential and may not be used by a government authority to check income tax or any other levy, or with intent to impose taxation, or in connection with the regulation of any dispute involving the Courts. The word "confidential" is clearly printed on questionnaires and tables. The legal basis for taking a census is provided by presidential decree; in other cases, a decision is required from the Minister of National Economy alone or together with one or more other competent minister(s). Technical directives for statistical research projects must be approved by the Secretary General of the NSSG. Contracts between the NSSG and Eurostat or the European Commission, for the execution of statistical work, are signed by the Secretary General on behalf of the NSSG. The standards for the conduct of statistical surveys are approved by the Director General.

7. Miscellaneous

1. The NSSG organised two international conferences, "The establishment of the Association of Balkan Statisticians" and the conference on "The Integrated Local Information Systems", held from 3 to 6 October 1995 in Olympia. An international Work Session on Statistical Data editing was also organised by the NSSG from 6 to 9 November 1995 in Athens.

2. The revision and harmonisation of the Consumer Price index (CPI) is under way.

3. A bill on "The supply of data to the NSSG from administrative sources and other provisions" is to be promoted in the Greek Parliament for voting. This bill arranges matters concerning the

development of registers for statistical purposes, the confidentiality of statistical data, the obligation to supply statistical information, the conduct of censuses and surveys and the establishment of the National Statistical Council.

8. Sources

- * L'organisation de l'Office National de Statistique de Grece. (Courrier des Statistique, INSEE, No. 17, 1981).
- * Decree-Act No. 3624/1956 (Organisation of the National Statistical Service of Greece).
- * Presidential Decree 1143/1980 (Regulation of the Functioning of the National Statistical Service of Greece).
- * Presidential Decree 224/1986 (Formation of the General Secretariat of the NSSG).
- * Presidential Decree 532/1991 (Organisation of the General Secretariat of the NSSG).

HUNGARY

Situation as of April 1996

1. General

Since 15 May 1993 a new, modern Act corresponding to the altered circumstances regulates the Hungarian statistical system. In accordance with constitutional principles and in the spirit of the recommendations of the Council of Europe, the Act validates the principle of free disposal of information on the side of those supplying data, corresponds to the requirements on the protection of personal data and meets demands on the publicity of data of public interest.

The legal status of the President of the Central Statistical Office (CSO) as well as his position in Hungarian public administration ensure and guarantee both the statistical image of socio-economic processes free from political distortions, and compliance with exclusively statistical requirements.

In order to ensure this,

- the CSO represents an administrative body with nationwide authority enjoying professional independence under the Government's direct control;
- the Head of the CSO is the President. The Deputy Presidents are helping him to fulfill his tasks. Both President and his Deputies are nominated and exempted of their functions by the Prime Minister.

2. Short history

The statistical office was founded in 1867. In January 1874, the draft of the first Hungarian act on statistics was submitted to Parliament. It introduced compulsory data supply, a statistical council, and municipal statistical committees.

The information system of the office was reorganized in 1893. The second Act on statistics of 1897 prescribed that the annual statistical work programme (which can be considered the ancestor of the current data-collection system) be submitted to Parliament. This act extended the obligation for data supply to private entities. In 1929, Parliament issued a further Statistical Act. It determined the tasks of the CSO as a nationwide supervisory authority, regulated the confidentiality of data, and introduced the title of "president" for the head of the CSO. It also placed the CSO under the direct supervision of the Prime Minister.

Act No. VI/1952 adapted the official statistical system to the altered social conditions. It stipulated a compulsory and unified statistical reporting system and specified the organizational structure of the CSO and its relations with the Budapest directorate and the regional/county organs, which were exclusively subordinated to the CSO.

Organizational changes implemented in the 1970s increased the responsibilities of the CSO.

Changes in the country's socio-economic life, which took place since the last Act on Statistics No. V. of 1973 came into force, necessitated a new law. The systematic arrangement for statistical data supply has been re-founded by the new Act. Although the difference between obligatory and voluntary data supply has been maintained, the legal guarantees concerning these two methods of data collection have been changed.

Anyone may take the initiative to ask for the data assuming the would-be data supplier has been informed. On the other hand, the legal norms of the decree on data supply have been drastically altered. Before the new legislation has come into force, data supply was obligatory according to normative decree brought up by organs entitled to pass such decrees. The President of the CSO, Ministers and some heads of organs with a nationwide authority were, accordingly, in the position to order data collection in the sphere of the central and administrative statistical system. A uniform nationwide system harmonizing the statistical sub-systems of the CSO, the Ministries and those organs with nationwide authority has not been established until the Act No. XLVI of 1993 came into force. In order to fulfill the demands for data of such organs, the Government orders a yearly National Statistical Data Collection Program, which data suppliers are obliged to accomplish.

3. Information about the national statistical agency

Name: Central Statistical Office.

Legal basis: Act on Statistics No. XLVI of 1993 and the governmental decree No. 170/1993./XII.3./ on its implementation.

Legislation determines : the scope of organs belonging to the official statistical service;

- the legal status and tasks of the CSO;

- the tasks and composition of the National Statistical Council;
- the scope of those obliged to supply statistical data and the ways of data collection;
- the rules governing the publication of statistical data;
- legal sanctions in cases of violation of data supply discipline;

Provisions of the law establish the legal sphere and tasks of the CSO as follows:

- planning of data surveys, surveying, processing, storage, transfer, receiving of data, data analysis, publication, communication and protection of data;
- harmonization of statistical activities and professional guidance in these activities (with other organs in specified cases);
- carrying out of periodical population censuses - on the basis of the separate law;
- organization and carrying out of other national surveys;
- compilation and presentation of the yearly draft programme for the National Statistical Data Collection; carrying out its own data collection and monitoring of the fulfillment of the programme by other organs of the official statistical service;
- development of statistical methods, concepts, classifications, determination of coding numbers, preparations and publishing of registers of names and their introduction in obligatory use, with the participation of the National Statistical Council;
- participation in the designing of the conceptual and classification systems of other information systems, of authentic, public and other registers as well as in data collection with public administration;
- surveying of economic and other activities and preparation of the yearly information for the Parliament and Government on the country's socio-economic and population data;
- supplying the organs of the state and public administration, social organizations, corporations, local self-governments, scientific and economic organizations, public bodies, media and

public in general and international organizations with statistical data;

- maintaining the Public administration Book of Place Names and publishing the Register of Localities of the Hungarian Republic;
- participating in the statistical work of international organizations and maintaining contacts with national statistical offices of other countries;
- maintaining and operating a scientific professional depository library and professional archives with national tasks;
- participating in the preparation of legal regulations related to statistics;
- the CSO makes proposals of those assignments requiring statistical qualification; it also sets out a system of professional demands and regulations for the conduct of the qualifying examinations for statisticians

4. Related statistical bodies

According to the new legal regulations on statistics (Act No. XLVI of 1993, governmental decree No. 170/1993/ XII.3.), a National Statistical Council (NSC) has been established. The composition, tasks and the more important rules of functioning of the NSC have been regulated according to the law. The task of the NSC is to help in harmonization of the work of the official statistical service, to represent the interests of the society at large, to enforce the requirements of data users and to provide an opinion on the draft of the national data collection programme.

The NSC's work is supervised by the chairman and the deputy-chairman. The members and the chairman of the NSC are nominated by the Prime Minister.

5. Position of the national statistical agency within the framework of public administration

The CSO is embedded into the system of administration as an agency with the nationwide authority. The tasks and legal status of the Office as well as the legal status of the CSO's President and Deputy-Presidents are determined by the Act on Statistics.

6. Legal provisions relevant to the work of the national statistical agency

The obligation to supply statistical data is extended to all data of legal persons (budgetary organs, co-operative societies, companies, etc.). The same obligation relates to private and non-legal persons concerning their economic activity, where the following data - determined by the law - are considered:

- the data necessary for the identification of the undertaking or its units for statistical data supply;
- production and rendering of services in a breakdown and value according to the valid statistical classifications and in natural units;
- means and financial resources used for the economic activity and distribution of the property by owners;
- financial accounts of undertakings;
- data on labour force;
- data on investments;
- use of land in agriculture and livestock data;
- environmental pollution data, usage of materials and services, R and D activities.

The obligatory provision of information from private persons regarding their personal data can be ordered only by the law. Personal data for statistical purposes regarding the race, nationality, ethnicity, political, religious and other personal information may be collected only on the basis of voluntary data supply and written consent of the private person concerned.

Those obliged to supply the data must provide accurate data by the certain deadline and in the established manner, free of charge. Responsibility for the compliance with the conditions set out above rests on the person responsible to fill in and sign the questionnaire as designated by the data collector.

In order to verify the accuracy of the data supplied, the organizations which are carrying out data collections included in the national statistical data collection programme may have an access to the registers and documents related to supplied data.

The protection of individual data is basically ensured by the Act on Statistics. After being processed by computers, the personal data are

under the protection of the Civil Code. The decrees contained in the Penal Code protect the individual (confidential) data as well.

8. Sources

- * The Act on Statistics No. XLVI of 1993 and the governmental decree on the implementation of the Act No. 170/1993. (XII.3)

Protection Committee of three. It is appointed by the Minister of Justice for periods of four years. The Committee Chairman is a lawyer who satisfies conditions to act as a Judge. One of the members has to have special knowledge of computer and recording matters; he is nominated by the Icelandic Society for Information Processing. The Data Protection Committee supervises the implementation of the Act and is called upon to resolve disputes as stated in the Act.

8. Sources

- * The Statistical Bureau of Iceland; a brief Note on the Legal and Administrative Framework for Statistical Activities in Iceland, Reykjavik, 1986.
- * Act No. 39/1985 on the systematic recording of personal data.

IRELAND

Situation as of March 1995

1. General

The institutional structure which forms the basis for official statistics consists of three components:

- the Central Statistics Office (CSO)
- the Director General of the CSO
- the National Statistics Board

The CSO is responsible for the collection, compilation, processing and dissemination of most official statistics. Exceptions relate to some areas where administrative processes provide the statistics, such as education and crime. The CSO also has a coordinating role in relation to the statistics compiled by other public authorities. The Director General has managerial responsibility, and also technical autonomy in statistical matters. The National Statistics Board guides the strategic direction of the Office.

2. Short history

Official statistics were first compiled in the 19th century. The first Census of Population took place in 1821 and the first Census of Agriculture in 1847. The compilation of Vital Statistics was started in 1864.

In the first two decades of the 20th century, there were developments in statistics on industry, external trade, transport, banking, prices, labour etc, and activity was concentrated in three separate agencies.

Following on the establishment of the State in 1922, most of the official statistical work was brought together in the Statistics Branch of the Department of Industry and Commerce. The Statistics Act, 1926 vested powers to the Minister for Industry and Commerce, and provided the statutory basis for the collection and compilation of official statistics (with a guarantee of confidentiality to those providing the information).

In June 1949, the responsibility for official statistics was transferred to the Department of the Taoiseach (Prime Minister). The office was then designated as the Central Statistics Office.

A National Statistics Board was established on a non-statutory basis in 1986. The Board has prepared strategies for the periods 1987-1992

assessed in annual reports by the Board which are presented to Government and published.

The 1993 Statistics Act, which came into effect on 1 November 1994, repealed the previous legislation and now provides the statutory basis for official statistics.

3. Information about the national statistical agency

Name: Central Statistics Office.

Legal basis: Statistics Act, 1993.

Main functions:

- the collection, compilations, processing and dissemination for statistical purposes of information relating to economic, social and general activities and conditions in the State.
- the coordination of official statistics compiled by public authorities to ensure, in particular, adherence to statistical standards and the use of appropriate classifications.
- To assess the statistical potential of the records maintained by public authorities and, in conjunction with them, to ensure that this potential is realised in so far as resources permit.

Head of agency: The Director General of the CSO is responsible for the management and control of the Office. He is appointed by the President of Ireland on the nomination of the Taoiseach. The 1993 Statistics Act explicitly provides for the independence of the Director general in statistical matters.

4. Related statistical bodies

Name: National Statistics Board.

Legal basis: Statistics Act, 1993

Composition: The Board consists of eight Members:

- five members of proven ability and experience in relevant fields, two of whom are nominated by the Taoiseach and three by organisations representative of users and data providers;

- two senior officials, one from the Department of the Taoiseach and one from the Department of Finance;

- the Director general (ex officio).

Functions: To guide the strategic direction of the Office and establish priorities in responding to the demand for official statistics.

5. Position of the national statistical agency within the framework of public administration

The CSO is a civil service office attached to the Department of the Taoiseach. The overall budget of the Office is determined by Parliament, as it is for any other civil service department.

The Director General, as head of the Office, has a rank equivalent to Secretary of a Government Department.

The Office's autonomy extends to statistical independence on the following matters:

- the statistical methodology and professional statistical standards used by the Office;
- the content of statistical releases and publications issued by the Office;
- the timing and methods of dissemination of statistics compiled by the Office.

The work programme, which is determined by the CSO in consultation with the Board and with users, is subject to general budgetary constraints. It also takes account of EU statistical requirements.

While the Office's operations are based in Cork and in two Dublin locations, there is no regional or functional decentralisation.

6. Legal provisions relevant to the work of the national statistical agency

The main legal provisions, all of which are contained in the Statistics Act, 1993, are:

- definition of the functions, powers, etc, of the CSO, the Director General and the National Statistics Board.
- the Taoiseach may prescribe by order an obligatory statutory requirement on persons and undertakings to provide statistical information.

- the Director General has the authority to access and get copies of administrative records (subject to some exceptions) in order to realise their statistical potential.

- the CSO shall maintain close and regular contact with the users and suppliers of statistics.

- all information collected under the Act is used only for statistical purposes.

- the Office may provide non-identifiable (anonymised) micro-data for the purposes of statistical analysis.

- Census of Population records become publicly accessible 100 years after the date of the relevant census.

8. Sources

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- * Linehan, T.P., paper presented as part of a Symposium on "Statistics for policy and research". Journal of the Statistical and Social Inquiry Society of Ireland, 1985.
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- * Report of the National Statistics Board, Strategy for Statistics 1993-1997 (PL9629), Stationery Office, Dublin, 1993.
- * Guide to CSO Publications and Information Services. Published annually.

ISRAEL

Situation as of 1 October 1991

1. General

Israel has a centralized statistical system based on the Central Bureau of Statistics (CBS) in the Prime Minister's Office. Official demographic, social and economic statistics are published centrally under the responsibility of the CBS. They are based on administrative records collected by various ministries and public agencies and on data collected directly by the CBS through censuses and sample surveys.

2. Short history

The CBS began operating after the establishment of the State of Israel in May 1948, continuing the previous work of the Department of Statistics of the British Mandatory Government of Palestine and of the Statistical Department of the Jewish Agency for Palestine.

Centralization of statistical units in the CBS took some years – for example, in 1951 the unit dealing with the national accounts, which was part of the Economic Planning Authority, was absorbed by the CBS; in 1952, foreign-trade statistics were absorbed from the Ministry of Finance; in 1956, the Balance of Payments Unit from the Ministry of Finance; and in 1968 preparation of the input-output tables was transferred to the CBS from the Bank of Israel.

First operations of the CBS were devoted to exploiting administrative records for statistical purposes, conducting the first population and agricultural censuses, and performing several special surveys. CBS activities were gradually expanded by introducing modern census techniques, sample surveys (based on sophisticated sampling designs), use of computers that made possible the introduction of automatic databases, and use of advanced statistical analysis by econometric methods, factor analysis, seasonal adjustment, etc.

3. Information about the national statistical agency

Name: Central Bureau of Statistics

Legal basis: Statistics Ordinance (New Version), 5732-1972, amended and expanded in 1978, by the Knesset (the Israeli Parliament).

Main tasks as defined by the ordinance:

- * to collect, process, analyse, compile, and publish statistics concerning the population and its social and economic activities and concerning the physical conditions of the country;
- * to cooperate with all government ministries and to advise them on the collection, processing, and publication of statistical records;
- * to carry out any census.

The CBS is organized into 3 types of units: subject-matter units, functional units, and administrative units.

Subject-matter units deal with each field or subject of statistics – Population, National Accounts, Labour Force, Prices, Agriculture, etc. These units are responsible for the general preparation of data and are in charge of surveys, censuses and other data collection in the field. They maintain contact with users, find out their needs, and provide them with statistical data. They initiate new projects, define design, and choose topics to be investigated and the target populations, classifications, and tabulations. Then they prepare the results for publication.

Functional units – sampling, methodology, interviewing, mapping, computer programming and processing, statistical analysis, publishing – perform specialized services for subject matter units. The main field work for data collection from individuals or establishments is performed through four regional centers – Haifa and the North; Tel Aviv and Central Area; Jerusalem Area; and the South. Administrative units deal with personnel, budgets, etc.

4. Related statistical bodies

Name: Public Advisory Council for Statistics

Legal basis: After operating for 15 years after an initial appointment in 1963 by the Prime Minister, it received a formal legal basis in the revised statistical law of 1978.

Composition: About 70 members who represent the main users and producers of statistics – various ministries, local authorities, universities, some research institutes, trade unions,

manufacturing associations, some voluntary organizations, some independent experts and representatives of the CBS. The members of the Council are appointed by the Prime Minister on the recommendation of the institutions to be represented.

Main tasks:

- * advising the Prime Minister and ministries on the statistical activities of state institutions;
- * advising the Government Statistician on activities of the CBS;
- * advising on coordination of statistics between agencies;
- * presenting proposals for the development of statistical operations.

The Council has set up several subcommittees and has dealt with such subjects as censuses, long-term programmes for various branches of statistics, confidentiality, the publications policy of the CBS, etc.

A number of interdepartmental advisory committees in various statistical fields also have been set up, in addition to those operated by the Council, to seek cooperation and advice from users and academic researchers. Among them are the Public Advisory Committee on the Consumer Price Index; the Committees on Balance of Payments, on Labour Statistics (especially on the Labour Force Survey), on Prices of Inputs in Construction, and on Transport Statistics.

5. Position of the national statistical agency within the framework of public administration

Administrative position: The CBS, as defined by law, is located administratively in the Prime Minister's Office, which indicates its central importance.

Head of office: The CBS is headed by the "Government Statistician and Scientific Director", who is appointed by the Government of Israel on the recommendation of the Prime Minister.

Work programme: Centralization of data collection in the CBS carries the risk of separation of the producers and users of statistics. A liaison function established in most ministries and public agencies by the CBS helps to avoid this. The CBS prepares long-term programmes for conducting censuses and large special surveys, such as the Family Expenditure Survey. A "Steering Committee" was set up in 1976 to discuss CBS annual programmes and budget proposals. It consists of a team of senior

officials who review proposals of statistical special projects to be carried out in the next budget year, taking into account the general needs of the principal users within the framework of an overall view of Israeli society and the economy. The proposals are then ordered according to national priorities, the committee's recommendations being referred to the Budget Bureau, which tries to incorporate them into the annual budget proposals.

Budget: As from financial year 1991, about 70% of the CBS budget destined for activities defined as basic statistics are provided directly through the central national budget. The rest of the budget is allocated by ministries and public agencies which request surveys for their specific statistical needs.

6. Legal provisions relevant to the work of the national statistical agency

According to the law (see above), the CBS is the agency responsible for the collection, processing and publication of official statistics relating to the population and its activities in society, and relating to the economy and its various branches. The law specifies that the Government Statistician must perform his duties according to scientific considerations. This legal provision stresses the independent scientific approach of the CBS. It must coordinate statistical activities by preparing, in consultation with the Public Advisory Council for Statistics, long-term plans for the statistical activities of state institutions, by determining statistical standard classifications and by collecting and publishing information concerning statistical activities planned or performed by the CBS or other state institutions. Moreover, statistical activities performed by or for any state institution and requiring collection of data from the public should be performed only after consultation with the CBS.

Persons and institutions are obliged by law to answer, to the best of their knowledge, all questions asked in censuses and surveys by the Government Statistician or his representatives. Records and documents of state institutions are open to the CBS for compiling statistical information (this power is limited in very rare cases). Strict confidentiality of all individual data is assured. Disclosure of any individual information, irrespective of its source, to any other person or agency, or its publication in any form whatsoever is strictly forbidden.

To conduct a census of population, the law requires that the Prime Minister issue an official order. Such an order shall be issued only after the Prime Minister has consulted with the Government Statistician and with the Council.

8. Sources

- * Statistics Ordinance (New Version), 5732-1972, amended in 1978 by the Knesset (the Israeli Parliament).
- * Moshe Siron - National primary socio-economic data structures. X: Israel. International Soc. Sci. Journal, Vol. XXXIII, no.4, 1981, pp.677-695.

ITALY

Situation as of February 1995

1. General

The criteria and guiding principles of the Italian statistical service were legally revised in 1988. In September 1989, new regulations were established for the National Statistical System (SISTAN). At the same time, its principal agency, the Central Institute of Statistics, was reorganized and renamed the National Institute of Statistics (ISTAT).

The revisions are intended to foster uniform policy, homogeneous organization, and rational information flows. SISTAN is now composed of the following: ISTAT; the statistical offices of government departments and of autonomous authorities, concerns, and agencies created or identified under the 1989 statistical legislation; the statistical offices of government Regions, Provinces, and Autonomous Provinces; the statistical offices of individual or associated municipalities and of local health-care units; the statistical offices of chambers of commerce, industry, handicrafts, and agriculture; and any other public statistical agencies or bodies identified by decree of the Prime Minister.

Overall coordination is the responsibility of ISTAT, which also establishes uniform technical standards and methodology for regional agencies and other statistical bodies insofar as they are carrying out functions within the "national statistical program" — those surveys assigned to SISTAN by decree of the President of the Republic. Regional agencies have the authority to carry on, within the limits of their own rules, separate surveys and programmes.

2. Short history

The first statistical service was set up in 1861 in the form of a Statistical Division, which was subsequently replaced by the Statistics Department in the Ministry of Agriculture. The decree also set up permanent statistical offices in each province. The service then came under various ministries in succession (Interior, Agriculture, Industry and Commerce, National Economy, etc.) with changes of function each time. The Central Institute of Statistics was established in 1926, and was reorganized and renamed the National Institute of Statistics in September 1989.

3. Information about the national statistical agency

Name: Istituto Nazionale di Statistica (National Institute of Statistics; ISTAT).

Legal basis: Legislative Decree No. 322/1989.

Main tasks:

- * to draft the national statistical program;
- * to conduct censuses and other statistical surveys and to carry out studies and research on the results, as they apply to the national interest and are included in the agency's three-year programme;
- * to direct, coordinate, monitor, and provide technical assistance for the statistical activities of the agencies and offices belonging to the National Statistical System (SISTAN);
- * to draw up classifications and methodologies for SISTAN;
- * to compile and publish statistics and analyses developed by ISTAT and other agencies of SISTAN, and in particular to publish the Italian Statistical Yearbook and the Monthly Statistical Bulletin;
- * to promote statistical research, staff training, and the development of computerized management and administrative data files;
- * to cooperate with international statistical agencies;
- * to compile statistics on behalf of agencies and private individuals against pay, at market prices.

Head of agency: President, chosen from among professors of statistics, economics, and related subjects, appointed by decree of the President of the Republic, based on proposal of the Prime Minister, following a resolution of the Council of Ministers.

4. Related statistical bodies

A. Name: Commission for the Protection of Statistical Information (attached to the Cabinet Office)

Composition: Nine members, appointed by presidential decree after proposal by the Prime Minister. Six members are professors of statistics, economics, or related subjects, or directors of statistical institutes not belonging to SISTAN. Three members are senior executives of public agencies or authorities known for competence in statistical matters and not responsible for offices belonging to SISTAN. Citizens of European Community countries having these qualifications may also be appointed.

Main tasks: to monitor the impartiality and comprehensiveness of national statistical work, and especially compliance with confidentiality regulations involving data supplied to ISTAT and other agencies of SISTAN; to monitor the quality of statistical methods and data-processing techniques; to ensure the compliance of surveys with the directives of international and European Community organizations.

Attached to ISTAT:

B. Name: Policy-making and Coordinating Committee for Statistical Information

Composition: Chairman (President of ISTAT); ten members representing government departments, three of whom are from departments having complex statistical-information systems; a representative of the Regions, chosen from the membership of the Standing Conference for relations between the State, the Regions, and the Autonomous Provinces; a representative of UPI; a representative of the Unioncamere; three representatives of the ANCI; two representatives from public agencies with complex information systems; the Director-General of ISTAT; two top-ranking professors of statistics, economics, or related fields.

Main tasks: to initiate and carry out the national statistical programme, and to develop regulations governing the programme; to establish criteria for the organization and operation of the various statistical offices belonging to SISTAN; and to regulate the exchange of data between SISTAN offices, under provisions of the law.

C. Name: Governing Board

Composition: Chairman (President of ISTAT); three members chosen from among its members by the Committee referred to in Article 17 of Legislative Decree No. 322/89; five members appointed by the Prime Minister, two of them professors or directors of statistical institutes; and the Chairman of the Commission for the Protection of Statistical Information.

Main tasks: to plan, guide, and monitor the activities of ISTAT.

D. Name: Board of Auditors

Composition: a judge of the Council of State, acting as Chairman; a senior official of the Cabinet Office; a senior official of the Ministry of the Treasury.
Main tasks: to monitor the financial accounts and balances of ISTAT. Members shall be invited to participate in the meetings of the Governing Board.

5. Position of the national statistical agency within the framework of public administration

ISTAT is a legal person under public law and has an autonomous structure in accordance with the provisions of Legislative Decree No. 322/89.

6. Legal provisions relevant to the work of the national statistical agency

The Commission for the Protection of Statistical Information is charged with guarding the confidentiality of information provided to ISTAT and to other agencies of the National Statistical System (SISTAN). The Council of State, in an Opinion issued in 1982, confirmed the need for compliance with stringent guarantees provided by law concerning protection of personal data as a result of the increasing use of electronic data processing.

8. Sources

- * Legislative Decree No. 322 of 6 September 1989: "Provisions on the National Statistical System and the reorganization of the National Institute of Statistics" pursuant to Art. 24 of Law No. 400 of 23 August 1988.
- * Act No. 1823 of 16 November 1939: "Establishment of statistical offices in communes with a population of 100,000 or more", which is compatible with Legislative Decree No. 322/89.
- * Act No. 628 of 6 August 1966: "Establishment of regional and interregional liaison offices of the Central Statistical Institute", which is compatible with Legislative Decree No. 322/89.
- * Act No. 118 of 11 March 1972, title III: "Relations between ISTAT and the Regions and Provinces of Trento and Bolzano with regard to censuses and statistical surveys." Decree No. 17 of 31 July 1978 of the President of the Republic: "Provisions on the enforcement of the Special Statute for the Region of Trentino-Alto Adige" (delegation of the statistical functions to

the autonomous provinces of Trento and Bolzano).

- * Act No. 23 of 20 June 1980 by the Autonomous Province of Bolzano: "Establishment of the department of statistics and research."
- * Act No. 6 of 13 April 1981 by the Autonomous Province of Trento: "Establishment of the Statistical Office of the Autonomous Province of Trento."
- * Opinion No. 1379, Section I, of 19 February 1982, handed down by the Council of State on legal provisions relating to statistical confidentiality.

KAZAKHSTAN

Situation as of March 1996

1. General

The Republic of Kazakhstan's State Committee for Statistics and Analysis (Goskomstat) is the central organ of the executive responsible for managing State statistics and defining the content and nature of statistical activities throughout the Republic, for supplying State bodies, legal entities and individual entrepreneurs with the statistical and economic information they need regarding the socio-economic situation and trends in the Republic, and for ensuring the objectivity and methodological comparability of statistical data at the international level.

Goskomstat consists of a central office and institutions or organizations coming directly under its authority, namely the regional directorates and Almaty city directorate for statistics and analysis, the Statistical research Institute and the Republican Intersectoral Training Institute, which provides basic and advanced training for staff in the areas of accounting, statistics, labour and employment, and is attached both to Goskomstat and to the Ministry of Labour of the Republic of Kazakhstan. Goskomstat's subordinate institutions and organizations coordinate their activities with the local authorities, periodically informing them about the results of their work, and make proposals with a view to eliminating or preventing irregularities in the field of statistics. Following reorganization of the system, the Main Computing Centre and the Republic's Information and Publishing Centre (Kazinformtsentr) - formerly independent organizations - have been incorporated within the Goskomstat Central Office.

2. Short history

The State statistical system of the former USSR was officially instituted on 25 July 1918, although the first Statistical Directorate for the Steppe (Kirgiz) Territory was not established until 1919 in Orenburg. When the Kirgiz ASSR subsequently became the Kazak ASSR and, in 1936, the Kazak SSR, corresponding changes were made in the Republic's statistical authority. The first district (or urban) structures had been established in 1932 and later transformed into a network of area inspectors. Statistical Directorate of the Kazak SSR was established in 1948. This body was reorganized in 1960 as the Central Statistical Directorate attached to the Council of Ministers of the Kazak SSR and its head became a member of the Government of Kazakhstan.

In view of the practical need to analyse socio-economic processes and the political life of the Republic, the agency was officially vested with this most important function as of 1 March 1991 and renamed the State Committee of the Kazak SSR (now the Republic of Kazakhstan) for Statistics and Analysis.

The Statistical Research Institute was founded in 1992. Its functions are to develop strategy and methodology for statistical research and to analyse and collate statistical data.

3. Information about the national statistical agency

Name: State Committee of the Republic of Kazakhstan for Statistics and Analysis.

Legal basis: The activities of the State statistical system are governed by the Kazakhstan State Statistics Act, passed by the Supreme Council of the Republic in 1992, and by the Regulations of the State Committee for Statistics and Analysis, approved by Government decision No. 668 of 18 January 1996.

Goskomstat is guided in its activities by the Republic's Constitution, laws, international treaties and agreements, by Presidential decrees and directives, Government decisions, and orders of the Prime Minister of the Republic.

The organs of the State statistical system of the Republic of Kazakhstan are responsible within their fields of competence for:

- * the integrity and adequacy of the statistical indicators descriptive of the Republic as a sovereign State;
- * the comprehensive study, collation and analysis of economic and social processes and trends in the Republic;
- * the provision of access to, and the dissemination of consolidated statistical data according to international standards;
- * the comparability of methodology and basic indicators with the statistics of other sovereign States and with international statistics;
- * the unity of the system of primary recording, accounts and statistics.

Purposes and tasks of the State statistical system: Goskomstat and its local organs are required, within the limits of their competence, to:

- * provide national and local executive or administrative bodies with the requisite statistical and analytical information in accordance with the schedule of statistical work;
- * systematically publish consolidated statistical information;
- * provide the entities reporting to State statistical organs with the requisite forms and instructions;

Under the Republic of Kazakhstan's State Statistics Act, Goskomstat and its organs are entitled to:

- * to receive, free of charge and within prescribed time-limits, complete and reliable statistical and accounting reports from all juridical and natural persons present in the territory of the Republic;
- to receive and use data from government financial, banking, customs social and other departments and services and from public associations and receive and use the results of statistical surveys carried out by government departments;
- * verify the arrangements for primary recording and the reliability of statistical data in the Republic's enterprises, institutions and organizations;
- * suspend, pending correction, regulations issued by government departments concerning State statistics and related primary recording that contravene the laws of the Republic;
- * conclude, in accordance with the laws of the Republic, agreements on cooperation with the statistical authorities of other states.

Head of the Agency: the Chairman of the Goskomstat assisted by First Deputy Chairman and two Deputies.

5. Position of the national statistical agency within the framework of public administration

National statistical activities are carried out by Goskomstat in accordance with the schedule of statistical work which approved annually by the Government. The funding required for the Committee and its local organs to perform their functions at the republican and regional levels, as

well as to develop their material and technical resources, comes from the State budget of the Republic.

6. Legal provisions relevant to the work of the national statistical agency

All workers of the State statistical system must undertake to preserve State secrets and incur personal legal liability if they disclose them. Juridical and natural persons are guaranteed the preservation of any commercial secrets contained in statistical data they submit and such information may be published only with their consent. Statistical data on citizens is used only in anonymous or synoptic form. Users of statistical data are forbidden to sell or transmit it to anyone without the consent of the statistical authority that provided the information.

Bearing in mind the economic changes in progress, the broadening of the Republic's international ties and its integration in the world community, the President and Government of the Republic have mapped out reforms for statistics, primary recording and accounting in the national economy. To this end, a special State programme was approved by Decision No. 1098 of the Cabinet of Ministers dated 29 December 1992. The principal aims of this programme, the State Programme for the Reform of Statistics, Primary Recording and Accounting in the National Economy are to expedite measures to close the gap between the national system of primary recording and statistics and the system employed internationally and to create a unified, full-range system of statistical indicators and methodology for elaborating and analysing them on the basis of generally recognized international standards and requirements.

The following action is planned to accomplish the aims of the Programme:

- harmonization of the general methodological principles of State statistics and the system of indicators with international requirements;
- creation of the system of national accounts and compilation of intersectoral balances;
- organization of work on international comparison of gross domestic product;
- conversion of financial, banking and budget statistics; compilation of balance of payments;
- elaboration of price statistics, foreign trade (including customs) statistics and labour statistics in line with international requirements;

- reform of primary accounting, bookkeeping and bank records in order to comply with international requirements;

- basic and advanced training of reporting and statistical personnel to meet the needs of a market economy;

- extensive development of international co-operation in pursuance of the Programme.

7. Miscellaneous

Using current statistical records, the specialists of Goskomstat and of the regional and Almaty directorates for Statistics and Analysis prepare reports, articles and reviews on topical issues of media interest for newspapers and magazines, radio and television.

The publishing, distribution and sale of statistical compendia and handbooks are entrusted to subdivisions of Goskomstat. Every year it issues a catalogue of publications which contains brief summaries of their contents, together with the publication dates, print runs and approximate prices, and is sent to all potential users of statistical information to assist them in selecting and ordering the compendia or handbooks they want. Goskomstat also promotes the wide dissemination of its publications by concluding agreements with book-trade and other organizations. In addition, it supplies to order statistical materials which are needed by users but not contained in the printed compendia, handbooks or other official publications. Goskomstat duly charges for the publications or ordered services. The basis for pricing statistical products is the cost of one man/day or machine/hour, which includes wage costs, taxes and material and other costs; allowance is also made for a profit margin of not less than 25 per cent.

KYRGYZSTAN

Situation as of August 1994

1. General

The National Statistical Committee of the Kyrgyz Republic is the main State statistical information body responsible for the organization and management of accounting and statistical activities in the Republic. The Committee's responsibility is to arrange that the system of socio-economic statistical information operates on the basis of appropriate internationally recognized methodological principles and provide objective and reliable data for the President, Supreme Council and Government of the Kyrgyz Republic.

The Committee is guided in its activities by the Constitution, State Statistics Act and other laws of the Republic, by decrees of the President of the Republic and by statutes. The Committee is accountable to the President of the Republic.

The Committee, its agencies and the regional, district and municipal offices and its subordinate enterprises, organizations and institutions (Main Computing Centre, Institute for Statistical Research, Training Centre) form an integrated system. The Committee is a legal entity having an independent balance sheet, bank accounts and property.

2. Short history

In July 1918 the first all-Russian congress of statisticians approved draft statutes on State statistics which led to the establishment of the Central Statistical Administration (CSA). Statistical activities in the early period took the form of surveys and censuses. With the consolidation of the command economy and central planning system, the focus shifted progressively from one-time reports to continuous and complete statistics.

A new page in the history of Soviet statistics opened in 1956. The need arose for special scientific research, censuses and statistical observations. The main projects of this period included an all-Union population census (in 1959), a general inventory and revaluation of fixed productive assets, a series of statistical surveys which made it possible to assess the development of science and technology and production capacity, and a broadening and improvement of the methodology of macro-economic balances.

With the collapse of the Soviet Union, the unified statistical system and its staff have been faced with difficulties of a methodological and analytical

character. The democratization of Kyrgyz society and the transition to a market economy called for radical changes in the work of the statistical agencies. Major problem areas in the reform of statistics are the study of newly emerging property relations, denationalization and privatization, the development of new forms of economic management and types of business activity, and the need to retrain statistical staff.

3. Information about the national statistical agency

Name: National Statistical Committee (NSC) of the Kyrgyz Republic.

Legal basis: The Statute of the National Statistical Committee of the Kyrgyz Republic approved by Presidential decree No.185 of 1 August 1994.

Main tasks:

- * to organize the system of State reporting, collection, storage, processing, analysis and consolidation of statistical information;
- * to develop, together with ministries, State committees, administrative departments, research institutions, enterprises and organizations, a scientifically based statistical methodology meeting the requirements of a market economy and conforming to international practice;
- * to provide full, high-quality and up-to-date statistical information on the basis of the most recent scientific and technical advances and modern information technologies and systems;
- * to ensure the transparency, accountability and accessibility of statistical information;

In respect to the tasks assigned to it, the Committee will perform the following functions:

- * establish a statistical base and data banks, using accounting information, censuses, one-time inquiries or sample, thematic or other surveys and create a system of indicators for monitoring economic and social development of the country;
- * keep computerized records of enterprises, organizations and institutions whatever

- their form of ownership and where subject to State registration, and maintain a business register;
- * arrange for the storage and protection of statistical information and observe State and commercial rules of confidentiality;
- * implement a harmonized policy concerning techniques for the collection, processing and transmission of statistical information;
- * process and analyze statistical information, compile financial and economic data and analyze socio-economic and demographic trends, and facilitate the conversion to the System of National Accounts;
- * prepare monthly, quarterly and annual reports on economic and social situation in the Republic, individual regions and sectors of the economy as well as other analytical documents, and undertake international comparisons based on the main socio-economic indicators;
- * study processes of social change and standards of living, conduct population censuses and socio-demographic surveys, conduct household surveys and develop the methodology for that purpose;
- * verify the quality and accuracy of statistical data supplied to the Committee by economic entities;
- * implement State statistical reporting, as required, providing appropriate guidance and instructions, forms and programmes for surveys and censuses;
- * make statistical information available to the public through the media, and publish and distribute statistical abstracts, bulletins, surveys, updates press releases and other documents as required;
- * draft annual statistical work programmes and submit them to the Government for approval.

Head of Agency: the Chairman, appointed by the President of the Kyrgyz Republic. He is assisted by three deputies, including one first-deputy who is also appointed by the President of the Republic on the recommendation of the Chairman. He is responsible for the organization of the work of the Committee and personally for implementation of the tasks assigned to it. In addition, he approves the structure and staffing of the Committee's central office, assigns duties to his deputies, defines the

tasks of the functional units, issues instructions which are binding on subordinate organizations and institutions and arrange for and supervise their implementation. Finally, he takes decisions concerning the creation, reorganization or abolition of subordinate enterprises, organizations and institutions and approves estimated expenditures and funds for activities of the regional statistical bodies and subordinate units.

5. Position of the national statistical agency within the framework of public administration

When executing its tasks, the Committee receives, within the established deadlines, reliable and complete statistical and accounting information from all State bodies and economic entities free of charge. It also issues directives and instructions on statistical and accounting matters which are binding on all ministries, State committees, administrative departments, local government administrations and economic entities, as well as on private individuals engaged in business activities.

Furthermore, the Committee oversees the implementation by ministries and other administration of decisions on statistical matters taken by the President, Supreme Council or Government. The Committee may impose administrative penalties, in accordance with the law, on directors or other officials of enterprises, organizations or institutions, in the event of their failure to provide records or other information needed to complete State statistical inquiries, or in cases of distortion of information or of non-compliance with reporting deadlines. It may also cancel any regulation of the State administrative bodies which are not in conformity with the established rules for the management of State statistical activities.

The Committee submits to the Government or, where necessary, the President, proposals for the improvement of legislation on statistical and accounting matters. It may also conclude agreements, under the procedure established by law and in conformity with international legal rules, for cooperation with the statistical services of other countries and international organizations in order to improve statistical methodology and practice in economic, demographic, social and environmental fields and to utilize modern information technologies.

In pursuing its activities, the Committee perform information processing, analytical and other work or services free of charge for users recognized under the statistical work programme or, for other users, on a commercial basis in accordance with business contracts, agreements or individual requests. Finally, the Committee may establish, as necessary, temporary working groups of experts

including scientists and representatives of ministries, State committees and administrative departments, as well as enterprises, organizations and institutions.

The Committee constitutes a board made up of seven members, including the Chairman (acting as chairman of the board) and his deputies, for collective discussion of matters relating to the execution of tasks assigned to the Committee and its agencies. The membership of the board may also include other directors or officials of State statistical bodies.

6. Legal provisions relevant to the work of the national statistical agency

The legal provisions relevant to the work of the Committee are ensured by the Statute of the National Statistical Committee of the Kyrgyz Republic as approved by Presidential decree No.185 of 1 August 1994. In addition, further legal provisions are to be found in the Constitution, State Statistics Act and other laws of the Republic.

7. Miscellaneous

The main sources of funding for the Committee are: resources of the republican budget allocated for the maintenance of the Committee's central office and regional, district and municipal agencies, and also for the implementation of statistical work programmes; income from charged services provided by the Committee to users of statistical services and other income. The buildings, and other assets of the Committee and its agencies are property of the State.

LATVIA

Situation as of March 1996

1. General

Latvia has a centralised statistical system. The main responsibility for production of statistics at the government level rests on the State Committee for Statistics and subordinate statistical agencies located in administrative districts within the country. Other government institution (Ministry of the Interior, Ministry of Welfare, Committee for Environmental Protection, etc.) are also authorised to carry out statistical work within their fields of responsibility. Their programmes of statistical work must be approved by the State Committee for Statistics.

2. Short History

The beginning of statistical work can be traced back to the 19th century when Latvia was part of the Russia tsarist empire. Thus, the first population census was taken in 1897. The Department of Statistics of the Republic of Latvia, which was established on 1 September 1919, was active until 1940 when Latvia lost its independence. Over the next 50 years, until the adoption of the Declaration on Renewal of the Independence of the Republic of Latvia in 1990, statistical activities were carried out under a direct guidance of the USSR Central Statistics Department, later renamed the USSR State Committee for Statistics. Its Latvian counterpart was accordingly renamed. Since 1991, the Central Statistics Bureau is an independent government agency under the supervision of the Government and it bears full responsibility for the organisation of statistical work in the country.

3. Information about the national statistical agency

Name: Central Statistical Bureau of Latvia.

Legal basis:

- Act on State Statistics of the Republic of Latvia, adopted on 1 June 1993,
- Statute of the Central Statistical Bureau, confirmed by the Cabinet of Ministers on 1 February 1994.

Main tasks/functions:

- * establishment of a unified statistical information system in accordance with the internationally adopted methodology

reflecting socio-economic processes in the society;

- * regular supply of information to users and general public on economic and social situation in the country;
- * implementation of the unified government policy regarding the organisation of statistical work, data processing, analysis and publishing;
- * coordination of information and data collection according to the unified classifications and coding systems based on the internationally adopted standards obligatory for all government agencies and organisations;
- * application of scientifically based and internationally approved methods for data collection and generalisation in order to ensure the international comparability of statistical information;
- * selection and use of the most appropriate statistical methods for Latvia's conditions;
- * statistical investigation of social processes through censuses and one-time surveys;
- * coordination of the activities of ministries and other government agencies in statistical matters and elimination of overlaps in government-financed data collections.

Head: The Central Statistical Bureau is directed by the President, appointed by the Cabinet of Ministers, and carrying a full responsibility over the execution of tasks assigned to the CSB as well as the rational use of the allocated budgetary resources.

4. Position of the national statistical agency within the framework of public administration

The CSB is a government agency under direct supervision of the Ministry of Economics. In pursuing its professional activities, the Bureau is independent of any government executive or administrative body, political party or movement. It is responsible for providing statistical information for the state authorities, administrative bodies and local governments within the framework of the government programme.

The annual government programme for statistics comprises items for which data are being collected, processed and published. This programme is approved by the Council of Ministers, and it is financed from the state budget. Individual ministries and other government agencies collect and process statistical information falling within their fields of interest (for example: criminal offences, health care, education, environmental protection, etc.), provided that their programmes of statistical work have been authorised by the Central Statistical Bureau. The Bureau is entitled to have access to this information at any stage of production.

In the case of the Bank of Latvia, the special agreement is signed to define the content of information received periodically for the needs of the state statistics.

According to a government decision, a uniform classification system of all economic information has been established with the CSB as the main coordinator responsible for its functioning and maintenance. This system comprises international classifications adapted to the conditions in Latvia as well as local classifications and coding systems. Their application is obligatory for all institutions and enterprises that compile, submit or summarise the official statistical information or construct data bases or registers.

5. Legal provisions relevant to the work of the national statistical agency

Some regulations concerning entrepreneurial activities contain paragraphs with reference to the responsibility of enterprises, entrepreneurs and organisations to submit the necessary information for statistical purposes. Administrative Code and Criminal Code lay down the consequences of the refusal to supply statistical data.

6. Miscellaneous

After it was approved by the Cabinet of Ministers, the draft Act on the Publicity of Information was sent to Saeima (the Parliament) for the second reading in September 1995.

7. Sources

- * Act on State Statistics of the Republic of Latvia, 1993; Statute of the Central Statistical Bureau.
- * Regulations concerning entrepreneurial activities, 1990, 1991.

* Amendments to the Administrative Code and Criminal Code, 1991.

* Directives of the Cabinet of Ministers "On establishment of the uniform classification system of all economic information", 1994.

LITHUANIA

Situation as of April 1995

1. General

The system of official statistics in Lithuania is centralized and financed from the state budget. The Department of Statistics (DS) is the national statistical institution whose main tasks are:

- * to organize and compile statistics in the Republic of Lithuania using standardized methodology based on the practice, experience and recommendations of the international organizations, and
- * to provide government and public administration with reliable statistical information, and continuously inform the public about economic and social conditions in the country.

2. Short history

The Republic of Lithuania declared its independence in 1918. The Central Bureau of Statistics was created in 1921 to administer official statistics of the country. The Statistical Council was established in 1930. The members of the Council were representatives of the Central Bureau of Statistics, ministries, research institutions, and chambers of agriculture, commerce and industry.

The Central Statistical Office was established in 1940, after the incorporation of Lithuania into the Soviet Union. The Central Statistical Office became the National Statistical Office in 1987. Finally in 1990, after the independence of Lithuania was reestablished, the National Statistical Office became the Department of Statistics of the Republic of Lithuania.

3. Information about the national statistical agency

Name : Department of Statistics to the Government of the Republic of Lithuania.

Legal basis :

- * The Statute of the Department of Statistics, approved by the Government of the Republic of Lithuania on 15 March 1995;
- * The Resolution of the Government of the Republic of Lithuania No. 802 "On Acceleration of the Reorganization of Statistics", passed on 26 October 1992.

* The Law on Statistics passed on 12 October 1993 by the Seimas (Parliament) of Lithuania.

Main tasks/functions :

- * to maintain statistical registers, collect, compile and analyze statistical information;
- * to prepare, coordinate with the Government, approve and carry out annual statistical work programmes;
- * to take decisions relating to general methodologies for compilation of statistical indicators and to promote general statistical research, together with the Ministries, various Government departments and other agencies;
- * to define procedures for data reporting, and establish rules and instructions for filling out statistical questionnaires;
- * to coordinate statistical surveys conducted by other statistical agencies, and provide advice on methodologies;
- * to provide Government and public administration bodies with statistical information free of charge, and provide commissioned statistical services/products under special agreements;
- * to inform the public about economic and social conditions, changes in the demographic and environmental tendencies, etc.;
- * to exercise its publishing rights;
- * to supervise the implementation of the international agreements on statistics in the Republic of Lithuania.

The Head of the Department is the Director General. His main tasks are :

- * to determine the responsibilities of his Deputies and heads of other institutions subordinated to the Department, and to establish priorities in the work programme;
- * to control the activities and work of the staff in the Department;

- * to report regularly on the activities of the Department to the Government.

4. Related statistical bodies

Name : Statistical Council

Legal basis : provision of the Draft Law on Statistics approved by the Government in 1992.

Composition : The Council is a collective statistical consultative body composed of representatives of the Government, Ministries and other agencies concerned, as well as research institutions, public organizations and experts from the Department of Statistics. The composition and the Statute of the Council are approved by the Government, upon the recommendations of the Department of Statistics.

Main tasks/functions : The main tasks of the Council are:

- * to consider and assess the basic principles of the organization of statistical work and methodological guidelines;
- * to consider and assess the draft programmes of censuses and surveys and their results;
- * to consider the annual statistical work programme;
- * to consider and assess directions for the development of a statistical information system.

5. Administrative status of the official statistics

The Department of Statistics is an institution within the executive branch. It carries out governmental policy in the field of statistics and represents the centre for general statistical methodology. As a legal entity, the Department has its rights and obligations.

The Director General of the Department is responsible to the Prime Minister of the Republic of Lithuania. The Deputies to the Director General are appointed or dismissed by the office of the Prime Minister upon recommendations of the Director General.

A College Board has been created within the Department. The members of the Board are the Director General (acting as a chairperson), his Deputies and other officers of the Department. The Board considers the statistical work programme, sets priorities, considers personnel and training matters as well as work reports prepared by the heads of the divisions and other units under the

supervision of the Department. The decisions taken by the Board are implemented through directives.

The work of the Department of Statistics is regulated by the Constitution of the Republic of Lithuania, Law on the Government, other directives, resolutions, and decrees of the Government.

Planning and administration of the statistical work in Lithuania is centralized, but it is geographically decentralized. The Department has 48 statistical offices in the regions of the country. These offices organize and maintain statistical work within their territorial units and issue statistical publications. Their publications cover different aspects of the economic and social activities, demographic situation and other appropriate information on the region or the city. Statistical offices are financed by the Department. Their main task is to organize reliable data collection and processing using standardized methodology.

Within its administrative framework, the Department has a Computer Centre which collects, processes and releases statistical information. The Information Publishing Centre is responsible for publishing and dissemination of statistical compendiums, bulletins, and other statistical products.

The Ministries, departments of the Government and other public bodies collect, accumulate and analyze statistical information that does not duplicate information reported to the statistical office, and is relevant to their activity. This information is used by the Department if needed.

6. Legal provisions relevant to the work of the national statistical agency

Before 1992, the Department of Statistics operated in accordance with its Statute approved by the Government. For the interim period a Government Resolution No. 802 passed on 26 October 1992 was used until the Law on Statistics was approved by the Seimas of the Republic of Lithuania on 12 October 1993.

The main objective of the Law is to strengthen the basis of official statistics and thereby ensure adequate production to meet requirements for statistical information. The Law gave the Department an extensive authority to collect primary statistical data. Enterprises of all forms of ownership, institutions, organizations and natural persons are obliged to provide timely information and to cooperate in surveys carried out by the Department. The statutory obligation to respond to a survey or a questionnaire is always mentioned in the accompanying letter or in the questionnaire itself. The Department is currently responsible for

the following administrative registers: Population register, Register of legal units, including enterprise and farm registers. On the other hand, the Law requires statisticians to meet the requirements securing data confidentiality, publishing information only in an aggregated form, prohibiting access to individual information. The Law foresees the use of information maintained by banks, taxation and custom authorities, health-care, education and social welfare institutions, local authorities and others for statistical purposes.

LUXEMBOURG

Situation as of February 1996

1. General

Statistics and economic studies are combined in a single service, the STATEC (Central Service for Statistics and Economic Studies).

2. Short history

The provision of statistics in Luxembourg began in the middle of the 19th century in an embryonic and very decentralized form. The first statistical service was set up in 1900, its organization being recast and modernized in 1945. Under the law of 9 July 1962, statistics and economic studies were integrated in a single service as a result of the merger between General Statistics Office and the Economic Studies and Documentation Service. A High Council which exercises advisory functions was established by the law of 14 July 1971.

3. Information about the national statistical agency

Name: Central Service for Statistics and Economic Studies.

Legal basis: the law of 9 July 1962 as amended by the law of 14 July 1971. Article 1 of this law defines the function of STATEC and article 7 deals with powers of statistical investigation (obligation, secrecy, centralization).

Main tasks/functions: STATEC has a fourfold purpose. It is a statistical office, an economic studies service and an institute concerned with the current economic situation, and an embryonic planning bureau.

In regard to statistics, the main function of STATEC are:

- * to produce and centralise statistical data on various aspects of Luxembourg and its economic activities (censuses, surveys, centralising statistical information from other bodies);
- * to carry out studies and economic forecasts for the short and medium term;
- * to disseminate statistical data and the results of these studies; and
- * to coordinate the Luxembourg statistical system, cooperate with foreign statistical services and

international bodies and integrate with the European system of Statistics.

Responsibility of the agency: The Director of STATEC is responsible for performing the tasks devolving on the service and taking appropriate action.

4. Related statistical bodies

Name: Higher Council of Statistics, established by the Act of 14 July 1971.

Composition: Director of STATEC (Chairman); members representing the data suppliers of the private sector: agriculture, industry, banking, insurance and other branches of economic activity; members representing the data suppliers of the public sector; three members, representing workers, employees and civil servants; four persons chosen because of their knowledge of statistics and economic or social sciences.

The members are appointed by the Minister of Economic Affairs. Main task: to advise on the annual programme of STATEC.

5. Position of the national statistical agency within the framework of public administration

Administrative position: STATEC is under the authority of the Minister for Economic Affairs and its head is a director. Official position of the responsible head: the Director is a non-political senior official in the government administration.

Programme of work: It is determined (a) by the functions assigned to STATEC by its basic law (article 1) and other national legislation; (b) by the directives and regulations of the European Communities; (c) by the political priorities established by the Government. A report on the work of the past year and the current year is submitted at the beginning of each year to the High Council, which performs advisory functions for STATEC.

Budget: The budget prepared by STATEC is examined by the competent departments of the Ministry of Finance and voted by parliament under the budgetary law.

Publications: Generally speaking, all statistical results are published, in so far as publication does not infringe the rules of statistical secrecy.

Centralization: STATEC has a quasi-monopoly of statistics. Under its basic law it is the only body competent to carry out, or if necessary authorize, statistical enquiries it also has to coordinate, from the technical point of view, and centralize the statistical information available to public bodies by reason of their functions. The task of coordination also involves developing definitions, nomenclature and statistical methods. In principle, it is the Higher Council for Statistics which has an advisory role to STATEC and which also maintains coordination between the providers of statistical information;

Statistics produced by other organizations:

(a) Agricultural statistics: The Rural Economic Service established by the law of 25 February 1980, compiles statistics on the various agricultural markets of Luxembourg and the statistics needed for calculating agricultural revenue. The statistics on factors of production in physical units - land, labour, cattle, equipment - are compiled by STATEC.

(b) Statistics on education are compiled by the Department of Information Processing, Management and Statistical Studies of the Ministry of National Education and Youth.

(c) Health statistics are compiled by the Directorate of Health established by the law of 21 November 1980.

(d) Social security statistics are compiled by the Inspectorate General of Social Security established by the Law of 25 April 1974. The duties of this body include compiling the statistical data necessary at the national and the international level, under a uniform statistical and accounting plan. The essential elements of these statistics are published in the STATEC statistical annual in accordance with the principle of centralization.

6. Legal provisions relevant to the work of the national statistical agency

Under the law of 31 March 1979 regulating the use of personal data in information processing, data banks containing personal particulars may only be established and exploited in accordance with a law or regulation issued by the Grand Duke subject to prior examination by an advisory commission (articles 8 and 9). Certain personal information may not be recorded in a data medium: political opinions, religion, race ... (article 15). Persons from whom personal data are collected must be informed of the purpose of the enquiry, third parties receiving the information, the existence of a right of access and correction etc.. (article 18). The basic law of 9 September 1962 also defines statistical secrecy, which is interpreted very strictly. No

personal data, or data which can be personalized, may be communicated to a third party. The political and administrative authorities are regarded as third parties.

8. Sources

- * Loi de 9 juillet 1962 portant institution d'un service central de la statistique et des études économiques modifiée par la loi du 14 juillet 1971.
- * Règlement grand-ducal du 25 mars 1974 modifié le 4 avril 1984 concernant le Conseil supérieur exerçant des fonctions consultatives auprès du STATEC.
- * Loi du 31 mars 1979 modifiée par la loi du 30 Septembre 1992 réglementant l'utilisation des données nominatives dans les traitements informatiques.
- * ALS Georges - Statistique et études économiques au Luxembourg, Histoire et problèmes. Luxembourg, Statec, 1990, IX-352p., "Cahiers économiques" No. 80.
- * ALS Georges - Organisation statistique dans les Etats membres de la Communauté Européenne. Vol.I et II. Luxembourg, Office des publications officielles des Communautés Européennes, 1993, 222 et 287 p. "Eurostat - Thème 9 - série E".

MALTA

Situation as of 1 January 1990

1. General

The Central Office of Statistics (COS), the national statistical agency of Malta, is responsible for the collection, compilation, analysis and publication of a wide range of statistical information and related matters. This does not prevent other government departments or institutions from collecting their own statistical data for internal purposes.

2. Short history

Although the COS came into being in March 1947, official statistics had been compiled and published for a long time before that. In 1872, an official publication called "The Blue Book" featured a "Statistical view of Malta and its Dependencies for the last ten years, - viz 1863 to 1872" covering the relevant time series for population, education, finance, sale of public sites, imports, exports and shipping. One of the first volumes of The Blue Book of the Colony of Malta was published in 1851, and covered, among other things, a statistical abstract on population emanating from the 1842 Census.

3. Information about the national statistical agency

Name: Central Office of Statistics.

Legal basis: Act No. XV of 1955, as amended by Act XIV of 1957 and Ordinance XXV of 1962.

Main tasks: the collection, compilation, analysis and publication of statistics relating to any of the matters specified in the first schedule of the act mentioned above, which cover various economic, social and commercial fields.

Head: Principal Government Statistician.

Responsibilities: the control and management of the COS, including the power to require the furnishing of particulars and information, and to administer oaths.

4. Related statistical bodies

Name: Retail Price Index Management Board.

Legal basis: Government Notice in Government Gazette.

Composition: Chairman (at present, economic adviser to the Prime Minister); two representatives of the government; two representatives of employers; and two representatives of trade unions.

Main tasks: to monitor the Retail Price Index, to introduce measures for greater dependability, and to authorise the release of monthly Retail Price Index readings. Also, to ensure that the ongoing Household Budget Survey and new price indices are completed as soon as possible.

5. Position of the national statistical agency within the framework of public administration

Administrative position: The COS currently falls under the jurisdiction of the Ministry for Economic Affairs.

Formal position of the head of office: The Director has the status of head of department similar to that of other government departments. He is directly responsible to the Minister.

Decision on work programmes and decision on publication of statistical results: vested in the Director with the approval of the Minister. Decision on publication of monthly readings of the Retail Price Index is vested in the R.P.I. Management Board.

Decision on budget: vested in the Director with the approval of the Minister, and subject to governments' overall policy implemented through the Ministry of Finance.

Information on centralization: The COS produces and publishes all statistics on national accounts, trade, transport and tourism, retail price indices, agriculture, demography, education and production, with the co-operation of various government departments and institutions.

Statistics produced by other organizations: A few government departments, such as the Health and Labour departments, produce their own statistics. The COS publishes the statistics in the case of labour data. Other data from the Malta Development Corporation and the Central Bank of Malta are featured in statistics published by the COS on production, finance, and the balance of payments.

6. Legal provisions relevant to the work of the national statistical agency

For the purpose of obtaining statistical information the Government statistician may, by notice in writing, require any person to furnish him with particulars and information relating to the various matters specified in the Statistics Act. Refusal to answer or wilful or reckless false answers may result in fines. If the Minister considers it necessary or expedient, he may authorize the Government statistician to publish, by advertisement in the Malta Government Gazette and in the newspapers a list of classes or descriptions of business in relation to which particulars or information will be required for the purpose of any statistical enquiries under the Act.

Persons engaged in the collection, compilation, analysis or publication of statistics must take an oath of secrecy and are subject to penalties, including imprisonment and/or fines, in case of default. Similarly, any person receiving information in contravention of the Statistics Act is liable to penalties if he communicates or publishes such information.

7. Miscellaneous

The provisions for taking a census from time to time are governed by Act No. II of 1948. This Act provides for the issuing of a Census Order and accompanying regulations, including those concerning the date of the census, the persons to be covered, the information to be furnished, the appointment of enumerators, the division of the Maltese islands into districts, and related matters.

No report, summary of statistics or other publication under this Act may contain particulars that allow the identification of an individual person. Violations may result in fines or imprisonment or both.

8. Sources

- * Act No. XV of 1955 (Statistics Act, 1955)
- * Act No. II of 1948 (Census Act, 1948)
- * Official Abstract of Statistics of the Maltese Islands, 1946
- * Blue Book of the Colony of Malta, 1851, 1872.

NETHERLANDS

Situation as of May 1995

1. General

On the national level, the Dutch system of official statistics is completely centralized. Nearly all information is compiled and published by the Central Bureau of Statistics (CBS). The principle of centralization is laid down in a Royal Decree of 1899, which describes the position of the Central Bureau as well as the Central Commission of Statistics (CCS). The legal basis of both will change into the Law on the Central Bureau and the Central Commission of Statistics which is currently being discussed in Parliament.

The CBS produces regionalized information as well, but on the regional and local levels much data is compiled by provincial and local authorities. There are many forms of co-operation between the CBS and provincial and municipal statistical agencies; the CBS is generally accepted as a "bureau of standards."

2. Short history

As early as 1826, Dutch authorities published statistical information on a regular basis. In 1848, a statistical bureau was established within the Ministry of the Interior, but it was abolished in 1878. Government commissions for statistics existed from 1826 to 1831 and from 1858 to 1861. A Statistical Society was founded in 1856, based on the private initiative of a number of academics. After the disappearance of the second government commission of statistics, and in particular after the abolition of the government statistical bureau in 1878, the Society regularly brought to the attention of government authorities the importance of official statistics. Finally, a Central Commission of Statistics – with a small bureau attached – was formed in 1892. In 1899 the commission was transformed into a supervisory and advisory body, while the actual production of statistics was made the responsibility of a Central Bureau of Statistics.

3. Information about the national statistical agency

Name: Central Bureau of Statistics
(Statistics Netherlands).

Legal basis: Royal Decree of 9 January 1899. (Latest amendment: 21 January 1967).

Main functions: to collect, process and publish statistical data deemed useful for practice, policy

and research within the limits imposed by the budget.

Head: Director-General, appointed by the Crown, on the recommendation of the Central Commission of Statistics.

4. Related statistical bodies

Name: Central Commission of Statistics.

Legal basis: Royal Decree of 9 January 1899. (Latest amendment: 21 January 1967)

Composition: Chairman and two Vice-chairmen, appointed by the Crown on the recommendation of the Commission; Director-General of the CBS (ex officio member); one representative of each Ministry (so-called departmental members), appointed by the Crown on the recommendation of the responsible Minister; representatives from employers' organizations, trade unions, regional and local authorities, government planning bureaus, the Chambers of Commerce; representatives of various branches of academia; and other important sectors of society (so-called ordinary members).

Membership in the CCS is such that all important groups of users of statistics as well as suppliers of basic information are represented. The "ordinary" members are appointed in a personal capacity by the Crown on the recommendation of the Commission, but traditionally certain important organizations are continuously represented. Minimum membership (according to Royal Decree) is 25, but actual membership has been about 50 for a long period.

There are subcommittees for economic, socio-economic and socio-cultural statistics, as well as for the CBS budget. The subcommittees prepare decisions on work programmes in time for the plenary session. In addition, there are some 25 advisory commissions (consisting mainly of outside experts) which counsel the CBS and CCS on technical and subject-matter issues.

The Commission's secretary is a staff member of the CBS (nowadays the Head of the Department for Statistical Development), appointed by the Crown on the recommendation of the Commission.

Functions:

- * to exercise general control over the statistical activities of the CBS (work programmes and pluri-annual programmes, as well as annual reports, must be approved by the Commission);
- * to co-ordinate statistical activities at the national level and to advise the government on statistical matters (ministries are not allowed to engage in statistical activities unless the Commission has been consulted);

5. Position of the national statistical agency within the framework of public administration

Administrative position: The CBS is part of the Ministry of Economic Affairs, but is completely independent in its statistical activities.

Formal position of head: Director-General, carrying the title of Director-General of Statistics.

Decision on work programmes: made by the Central Commission of Statistics. According to the Royal Decree of 1899 the Director-General cannot undertake or discontinue any surveys or important statistical publications without the authorization of the CCS. The Commission may instruct the Director-General on its own initiative or on the instruction of the Minister of Economic Affairs to undertake a survey on a certain subject. However, in practice, this right is never exercised. In the case of objection by the Director-General to such an instruction by the CCS (on its own initiative), he has the right of appeal to the Minister of Economic Affairs.

Decision on budget: The budget of the CBS forms part of the budget of the Ministry of Economic Affairs. Decisions are taken in three stages by the Minister, the Cabinet and, finally, Parliament. The Royal Decree of 1899 states that the CBS compiles statistics "within the limits imposed by the available budgetary means". This implies that the CCS has to take account of budgetary possibilities when it decides on the statistical programme of the CBS.

Decision on publication of results: Once the work programme is approved by the Central Commission, the carrying out of statistical activities and the publication of statistical results are the sole responsibility of the Director-General.

Centralization and decentralization: The Dutch system of official statistics is completely centralized. The CBS does not have regional offices.

Statistics produced by other organizations: A few government agencies (mainly within Ministries) compile statistical data closely linked to the

management of certain services. Statistics on the banking sector are compiled in co-operation with the Dutch Central Bank (Nederlandsche Bank), which collects the basic information and supplies aggregates to the CBS.

6. Legal provisions relevant to the work of the national statistical agency

In the Netherlands, there is no general "statistics act" obliging persons, households, enterprises or institutions to supply information to the CBS. There are, however, several acts containing provisions about obtaining data and respecting the confidentiality of data acquired for statistical purposes.

One important piece of purely statistical legislation is the Act of 28 December 1936, providing for measures to obtain correct economic statistics. It enables the CBS, with authorization by and under the supervision of the Minister of Economic Affairs, after consultation with the CCS, to gather, directly or via officials and experts, the information necessary for correct economic statistics.

Data collected under the Act of 1936 must not be published in such a way that information about an individual person, enterprise or institution may be disclosed. Disclosure is only allowed by authorization of the person, the head of the enterprise or the board of the institution concerned. It is forbidden to use data for other than statistical purposes, and data may never be used to make decisions affecting individual interests.

Without exception, the CBS applies these rules to statistics gathered through voluntary inquiries as well.

Since January 1990 a privacy act or data protection act (Wet Persoonregistraties, WPR) is in force (Act of 28 December 1988). The act prescribes that virtually all registers holding personal data be known to the Registration Chamber and that each institution keeping such a personal data file deposit a regulation containing provisions on such topics as the rights of the registree. Article 11 allows data from a register to be used for scientific or statistical purposes as long as there is no disproportionate infringement on individual privacy. Article 33 limits the rights of registrees to be notified, to inspect, or to correct data used for scientific or statistical purposes.

8. Sources

- * Royal Decree of 9 January 1899 on the Central Bureau of Statistics and the Central Commission of Statistics as since amended.
- * Act of 28 December 1936 providing for measures to obtain correct economic statistics.
- * Documentation about the Central Commission of Statistics and the Central Bureau of Statistics; CBS; November 1985.
- * Act of 28 December 1988 for the protection of privacy in connection with personal data files.

NORWAY

Situation as of March 1996

1. General

The Norwegian statistical system is centralized. Almost all official statistics are compiled by Statistics Norway. Only statistics used for certain restricted purposes, such as the administration of special laws and regulations and the operation of government enterprises, are compiled by other government agencies. They are not considered part of official statistics. Statistical work is for practical reasons carried out in two locations (Oslo and Kongsvinger), but both offices are part of the same agency. In addition to statistical compilation, the Statistics Norway is to a considerable degree responsible for research in statistics.

2. Short history

The first population census in Norway was carried out in 1769, and from 1801 onwards censuses were taken roughly every ten years. Statistics Norway was established as an independent institute in 1876, in order to supply government departments with official data. Previously, statistics were compiled by departmental offices, and some statistics were compiled by various government agencies even after the founding of Statistics Norway. Centralization was a long process only completed a few decades ago. The first punch-card machine was introduced in 1894 and the first computer in 1958. These technical innovations contributed considerably to the improvement of efficiency and standards.

3. Information about the national statistical agency

Name: Statistics Norway

Legal basis: Statistics Norway bases its activity mainly on the Statistics Act of 1989. The Act gives the bureau authority to collect data from the public for the compilation of official statistics. An amendment is effective pursuant to act no.4 of 18 march 1994.

Main tasks/functions:

- * to survey and give priority to the needs for official statistics;
- * to compile and disseminate official statistics;

- * to develop statistical methods and to apply statistics to analysis and research;
- * to provide statistical information for research and public planning;
- * to co-ordinate comprehensive statistics compiled by administrative bodies;
- * to bear the main responsibility for international statistical co-operation.

Head: Statistics Norway is headed by a Board and a Director General. The Board discusses and decides on the long-term programme, the draft budget, the annual work programmes, and the annual report proposed by the Director-General, and places these matters before the Ministry. Otherwise, the Board has a supervisory role over the development of statistics and over the activity of Statistics Norway. The Director-General is in charge of all other Statistics Norway's management.

4. Related statistical bodies

No statistical bodies other than the CBS exist. There is no statistical commission to advise the Director-General.

5. Position of the national statistical agency within the framework of public administration

Administrative position: Statistics Norway is an independent government agency subordinate to the Ministry of Finance in budgetary matters only.

Formal position of head: The Board and Director General are appointed by the King in Council, and are autonomous as far as the professional activities of the agency are concerned. The Director General is responsible for decisions on publication of statistics and analysis. In general, figures are released and published as soon as results are available and have been approved by the Director General.

Use of administrative data systems: Statistics Norway has been given the authority to use administrative data-processing systems for official statistics and to influence the design of such systems to aid statistical projects.

6. Legal provisions relevant to the work of the national statistical agency

The Statistics Act is firm on two points:

- (a) the public shall be obliged to supply information for statistical purposes; and
- (b) the information collected shall not be used for other than statistical purposes and shall not be published in a way that might conceivably be harmful to the respondent.

Offences may result in fines or other punishment.

The Statistics Act also gives Statistics Norway the right to use administrative data-processing systems in the state administration - and the right to be involved in the establishment of a new administrative data systems in public administration or major changes in the existing ones.

The Personal Data Registers Act of 1978 protects privacy in relation to data processing and similar activities. A Data Inspectorate has been established to administer the law and to carry out controls. A main provision is that no personal data register may be established without permission from the Inspectorate. Once it is granted, strict rules for the collection, handling, processing and storage of information are issued to ensure that no personal interest is harmed. Statistics Norway is subject to this law.

8. Sources

- * Statistics Norway 100 years, 1876-1976.
- * Act No. 54 of 16 June 1989 concerning official statistics and Statistics Norway (Statistics Act). Amendment pursuant to act.no.4 of 18 March 1994.
- * Regulations concerning commencement, implementation, and supplementation of the Statistics Act.
- * Act No. 48, 9 June 1978, relating to Personal Data Registers.
- * Organization of the Statistical Services in Norway.

POLAND

Situation as of 1 March 1995

1. General

Statistics is organised according to the centralised option, which means that the services are responsible for the collection and dissemination of information in almost all areas of economic and social life and the scope of data collected by other ministries is marginal in its character. Only data on specific topics in the field of health statistics, criminality and justice as well as environment are collected by other ministries in close cooperation with the Central Statistical Office (CSO) of Poland.

Statistical surveys and analysis are conducted by the CSO and regional statistical offices subordinated to it operating in all 49 regions (voivodships) in accordance with the administrative division of the country.

The range of statistical surveys is determined by annual programmes. Draft programmes are prepared by the CSO in close cooperation with the administrative division of the country and in close cooperation with more important groups of users (administration and local government authorities, representatives of research centres and institutes). For each survey estimated costs are indicated.

The CSO releases statistics through publications, yearbooks, monthly press bulletins, radio and TV broadcasts as well as on magnetic media.

2. Short history

The origin of official statistics in Poland goes back to the Four-Year Sejm (the Polish Parliament of the years 1788-1792), which issued several basic laws on statistics. In 1789, it organized the first national population and housing census. The first publication on statistics, "O statystyce Polski" (On Polish Statistics), by Stanislaw Staszic, was issued in 1807.

The first central statistical agency - the Central Statistical Office - was established on 13 July 1918. The following year, the CSO was provided with a legal basis for conducting and coordinating statistical surveys and the office was subordinated to the President of the Council of Ministers. Research on the development of statistical methodology also started at that time. The law of the Council of Ministers issued on 12 March 1945 reactivated the CSO. A year later, a new legal basis for the operation of the CSO was established, adjusting its activities to the new social and legal structures of the country. The law issued on 15

February 1962 made the CSO responsible for a uniform system of statistical reporting on the national economy. Subordinate regional agencies were established.

The latest law on statistics was issued on 26 February 1982 and amended in 1989. As amended, the law outlines responsibilities, objectives and principles for statistics during a period of economic reform, and for the monitoring of a market economy. Since World War II the CSO has conducted 6 population and housing censuses (1945, 1950, 1960, 1970, 1978 and 1988).

Since 1988-1989 CSO has started intensive activities on the transition of the Polish statistical system towards its full adjustment to the requirements resulting from the changes in the political system, information needs of the modern democratic society and international information standards.

3. Information about the national statistical agency

Name: Central Statistical Office.

Legal basis: the law on state statistics issued on 26 February 1982 and amended in 1989 (the uniform text of the law is presented in the Official Journal No. 40, item 221, 1989). The structure and the status of the CSO are determined by the resolution issued by the Council of Ministers on 6 January 1994. At the time of writing (March 1995), the project of the new law on public statistics is being discussed in the Parliament. The purpose of the law is to regulate the principles of functioning of statistics in Poland during the transformation period.

Main tasks:

- * conducting the survey on information needs and - on the basis of its results - preparing the projects of the statistical surveys programs;
- * organising and conducting statistical surveys and general censuses;
- * collecting, processing and generalization of statistical data as well as their analysis;
- * setting the methodology for statistical surveys, including the definitions of basic categories;

- * elaborating the standard nomenclatures and classifications, establishing relations among them and their interpretation;
- * dissemination and making accessible information and statistical analysis;
- * elaborating and presenting demographic, economic and social projections;
- * presenting the results of statistical surveys to the state and local authorities, public administration and other governmental institutions in the scope, form and on a timely basis specified in the programme of statistical surveys;
- * maintaining the official registers of the national economy units and territorial units of the country;
- * conducting the international statistical comparisons and publication of their results;
- * supplying the results of statistical surveys to international organisations;
- * cooperation with international and regional organisations as well as with the national agencies and offices specialised in the field of statistics;
- * conducting the scientific and research work related to the methodology of surveys and classification standards as well as the use of mathematical methods and data processing in statistics;
- * conducting training and supplementary educational activities in the domain of statistics;
- * promotion of statistical science;

There are 49 regional statistical offices subordinated to the CSO.

Head: President, appointed by the President of the Council of Ministers.

4. Related statistical bodies

- a). Name: Council for Systems of Social and Economic Information.

Composition: Chairman (President of the CSO); representatives of central and local agencies; representatives of social organizations and trades unions making up at least half the membership); and experts.

Functions: The Council is an advisory group. The CSO President determines its composition. It reviews draft programmes, advises on the form and content of surveys, assesses statistical methods and monitors results – especially those dealing with retail prices and the cost of living.

- b). Name: Scientific Statistical Council.

Functions: The Council advises the CSO President on methods and recommends improvements. Members are scientists and statisticians appointed by universities and research centres.

5. Position of the national statistical agency within the framework of public administration

The CSO is supervised by the President of the Council of Ministers, and the President of the CSO is appointed by the President of the Council of Ministers.

Decision on work programmes: the Statistical Research Programme is elaborated by the CSO and approved by the Council of Ministers.

Decision on budget: The Sejm (Parliament) passes the budget after approval by the Minister of Finance and the Council of Ministers. The budget proposal is developed by the CSO.

6. Legal provisions relevant to the work of the national statistical agency

The law on state statistics of 26 February 1982, as amended in 1989, forms the legal basis. It includes provisions on confidentiality; the use of individual and personal data obtained through censuses and other surveys should be used only for statistical compilation and analysis. Breaches of statistical confidentiality are prosecuted.

8. Sources

- * Law on state statistics of 26 February 1982, amended in 1989 (uniform text: Official Journal No. 40, item 221, 1989).
- * Draft Law on public statistics, published in "Wiadomo ci Statystyczne" (Statistical News), 1995, No.2.

PORTUGAL

Situation as of 30 March 1996

1. General

The current national statistical system (SEN) is the result of a restructuring programme carried out in 1989. The SEN now consists of the Higher Statistical Council (CSE) and the National Statistical Institute (INE).

The principles of the SEN are statistical centralization, technical independence, statistical confidentiality, statistical authority, and statistical coordination.

2. Short history

The Topographical Statistics Section, the first official central Portuguese statistical body, was created in 1841. In 1910 the TSS was transformed into the Directorate-General of Statistics.

There was a major change in the SEN in 1935, when the National Statistical Institute was created.

A second major restructuring occurred in 1989. Membership in the Higher Statistical Council (CSE) includes, among others, representatives from employers' confederations, trade unions, central and regional governments, consumer associations, and universities. The fundamental principles of the system have been altered: statistical confidentiality has been stressed while the process of data collection is now more flexible; a policy of decentralization has been established with the creation of regional agencies; and increased emphasis has been placed on research and teaching at universities and on cooperating with Portuguese speaking African countries and with Central and Eastern European countries.

3. Information about the national statistical agency

Name: National Statistical Institute (INE)

Legal basis: Law No. 6/89 of 15 April 1989, and Decree-Law No. 280/89 of 23 August 1989, amended by Decree-Law No. 118/94 of 5 May 1994.

Main functions: collection, processing, coordination, and dissemination of statistical data of interest to the nation.

Management: The INE is managed by the Administration Board which includes an Executive

Board of three members; there is also an Auditors Committee.

Special responsibilities of the boards:

- * The Executive Board manages INE's global activities – its production, budget, and human resources.
- * The Administration Board defines the general guidelines and policies of the INE, and submits for government approval the INE's budget, accounts, annual reports, and plans of activities.
- * The Auditors Committee periodically examines the INE's financial situation and comments on its budget, annual reports, and accounts.

It is the particular responsibility of the President of the Board to:

- * implement any urgent management decisions which cannot wait for ordinary meetings (such decisions are subject to ratification at the first meeting of the relevant board);
- * veto decisions he considers illegal, in violation of INE regulations, or contrary to the interests of the state (such measures are then suspended until a Ministerial decision is made).

4. Related statistical bodies

A. Name: Higher Institute of Statistics and Information Management (ISEGI)

Legal basis: Decree-Law No. 417/89 of 30 November 1989 amended by Decision No.15/R/SAD/93 of 12 July 1993.

Composition: The ISEGI is governed and managed by: General Council, Director, Executive Council, Scientific Council Pedagogical Council and Administrative Council. The Director is a member of the Higher Statistical Council (CSE).

Main functions: The ISEGI is a university-level teaching institute with administrative and financial autonomy; it was created by a joint initiative of the Universidade Nova de Lisboa - UNL (New University of Lisbon) and the National Statistical Institute. ISEGI's areas of expertise – statistics and

information management – are among those which have seen some of the greatest advances in recent years, and which simultaneously suffer from one of the most acute shortages of qualified professionals. It is ISEGI's goal to provide for statistics and information management a specialized training programme at an international level, particularly as it applies to the public sector and to the business communities of Portugal and of Portuguese speaking countries.

5. Position of the national statistical agency within the framework of public administration

Administrative position: The INE belongs to the Ministry of Equipment, Planning and Territorial Administration. Constituting an autonomous body, the President of the Executive Board is at the level of a director-general.

Decision on the work programme: It is the responsibility of the Minister of Equipment, Planning and Territorial Administration to approve the proposals of the INE in accordance with the general guidelines issued by the CSE.

Information on centralization/decentralization: The INE is a centralized system. The INE has the exclusive responsibility for collecting, processing, coordinating, and disseminating statistical data. However, the Institute may delegate these functions to other public organizations.

Statistics produced by other organizations: These include data on the social welfare; scientific and technological environment; labour and employment (except family surveys); education and professional training; agriculture; forestry and fishing.

6. Legal provisions relevant to the work of the national statistical agency

All individual statistical information collected by the INE or by other public organizations is strictly confidential. No court or any other authority may order or authorize its examination or dissemination.

7. Miscellaneous

It is considered that the national statistical system in its current structure meets the country's needs.

8. Sources

- * Law No. 6/89 of 15 April 1989.
- * Decree-Law No. 280/89 of 23 August 1989.
- * Decree-Law No. 118/94 of 5 May 1994.
- * Decree-Law No. 417/89 of 30 November 1989.
- * Decision No. 15/R/SAD/93 of 12 July 1993.

Republic of MOLDOVA

Situation as of March 1996

1. General

Statistical activities in the Republic of Moldova are carried out by the Department for Statistics and its regional statistical units as well as by ministries and departments, and by the National Bank.

2. Short history

Before the Republic declared its independence, the USSR's Central Statistical Board financed and coordinated the work of what was then the State Committee for Statistics of the Moldavian SSR in all its fields of activity.

The situation changed after the declaration of independence in August 1991. The Department for Statistics, created on the basis of the former State Committee for Statistics of the Moldavian SSR, became the central statistical agency. Its main tasks are to manage and administer statistical work in all branches or sectors of the national economy and to carry on regular statistical monitoring, under the statistical work programme, of the activities of economic entities located in the territory of the Republic of Moldova.

3. Information about the national statistical agency

Name : The Department for Statistics of the Republic of Moldova.

Legal basis : The Statistics Act passed by Parliament and the Statutes of the Department for Statistics of the Republic of Moldova, approved by Government decree.

Main tasks/functions :

- * to develop methodologies for statistical observations;
- * to gather, collate, analyse, and publish statistical information;
- * to cooperate with ministries and government agencies in the collection and publication of statistical information;
- * to carry out one-time censuses, inter-alia, of population and agriculture (perennial crops, vineyards, livestock, etc.)

- * to organise and coordinate work on economic and social statistics relating to the Republic and its regions;
- * to provide the Parliament, Government and government economic ministries and departments with statistical information;

The head of the Department is the Director General. He is appointed by the Government Parliament and has four Deputy Directors also approved by the Government. Under the Statistics Act and the Department's statutes, his main tasks are:

- * to supervise the work of the Department's divisions and regional units;
- * to provide support for the functional, financial and economic activities of the Department;
- * to report to the Government on the activities of the Department.

5. Position of the national statistical agency within the framework of public administration

Administrative position: The Department for Statistics is an independent central body established by and accountable to the Government

Financing of statistical work: The statistical activities carried out by the Department for Statistics of the Republic of Moldova and its structural subdivisions under the Government-approved programme are financed from the State budget. All other statistical work not included in the programme is performed on a contractual basis and paid for customers.

Economic entities and other legal persons (organisations) provide the required statistical information in due time to the Department. Under the work programme, consolidated statistical data concerning the Republic are made available to the Parliament, government bodies and the republican and local authorities free of charge, but a charge is made for statistical information provided to social organisations and other legal entities, as well as private individuals.

Information on centralisation and decentralisation : The Department for Statistics is a legal entity under the authority of the Government and is responsible to the Government for discharging the functions entrusted to it.

The Department administers 37 regional statistical offices, the main computing centre, "Statistica" publishing house and "Inforstat" projecting and technological centre operate as State enterprises.

Statistics produced by organisations : Some statistics are produced by ministries and departments, the National Bank and other bodies for their own needs. However, most statistics originate from the Department.

8. Sources

- * Statistics Act, 1990, as amended and supplemented;
- * Statutes of the Department for Statistics of the Republic of Moldova, 1994.

ROMANIA

Situation as of March 1995

1. General

The system of the official statistics in Romania is organised and coordinated by the National Commission for Statistics (NCS), specialized body of the central public administration. The legislation on public statistics organization concerns all natural and legal persons carrying out an activity (economic, social and other kind of business).

2. Short history

Creation of the Administrative Statistics Central Office for the United Principalities of Wallachia and Moldavia in 1859 is considered as the beginning of the official organization of statistics in Romania. The Law on the organization of statistical system was issued in 1871.

In 1919 the Statistical General Direction was created and in 1925 the State General Statistics Institute was set up. This was followed by the Law on the Central Statistical Institute in 1936 and creation of the Central Statistical Direction in 1951.

Finally, the National Commission for Statistics was established on the basis of the Decree no.27 of 30 December 1989. Creation of the NCS established the new role and framework for the official statistics as well as a new phase in its development according to the principles and rules applied in the new democratic society.

In 1992 the Government Ordinance set up the organization of the official statistics in Romania. Organization and functioning of the NCS were finalized in 1993.

3. Information about the national statistical agency

Name: National Commission for Statistics

Legal basis:

- * Decree No. 27/1989;
- * Government Ordinance no.9/1992 (Romania's Official Gazette no.65/14 March 1994);
- * Government's Decision no.1/1993 and no.600/1993 on organization and functioning of the NCS.

Main tasks/functions:

- * to inform the public opinion, authorities and other users about the economic and social situation in the country, and provide them with statistical data through statistical papers, publications and studies;
- * to ensure the application of standard approaches, concepts, methods and techniques for the collection and processing of statistical information;
- * to collect, process and storage data and information in order to build the national statistical data-bases;
- * to establish procedures for data reporting and rules and instructions for filling in statistical questionnaires;
- * to build up the system of statistical indicators, methodologies, norms, specific technologies and standards;
- * to carry out and develop the national statistical information system;
- * to carry out censuses and statistical surveys;
- * to coordinate research and development activities in the field of statistics;
- * to carry out studies and analysis in order to illuminate economic and social changes;
- * to coordinate application of nationwide classifications and nomenclatures to be used in all type of statistical collections and automatic data processing;
- * to cooperate with ministries, other government bodies and public administration in harmonization of the statistical system and to provide support to these bodies and statistical training of their staff;
- * to organize in-house training in the field of statistics for the NCS's and staff from subordinated units, and contribute to development of the statistical culture on the national level;
- * to cooperate with other national statistical institutions and international statistical organizations and represent Romania in their activities;

* to ensure the compatibility of the national statistical system with those used by the United Nations, European Union, OECD and other international bodies;

* to inform the Government semi-annually and the Parliament annually on statistical activity and developments of the official statistics.

The NCS is managed by the President who at the rank of the state secretary. He is at the same time the president of the Council of the Statistical Activity Orientation.

4. Related statistical bodies

Name: The Council for the Coordination of Statistical Activity

Composition: The Council is a collective statistical consultative body composed of representatives of the Government or other agencies concerned as well as research institutions, public organizations, trade unions and the National Bank of Romania.

Main tasks/functions: are determined by Government Decision. The Council is responsible to assure objective, transparent and scientific methodologies, indicators, nomenclatures, classifications and techniques used in statistical activity. The Council approves the annual programme of statistical research carried out by the NCS, as well as other statistical activities of national interest such as: censuses, methodologies, surveys.

5. Position of the national statistical agency within the framework of public administration

National Commission for Statistics represents a specialized body of the central public administration subordinated to the Government. The NCS enjoys the autonomy in its field of activity.

The NCS is authorized, by the law, to set up systems of indicators, nomenclatures, classifications, methodologies and techniques for data collection, processing, publishing and dissemination, in order to assure complete objectivity and accuracy of statistical research and data.

Annual programme of statistical surveys as well as the NCS's annual budget are approved by Government's Decisions.

Legal persons are obliged to provide statistical data in a given format and timely, according to methodologies issued by the NCS. The employees of public statistics services and statistical agents carrying out censuses and other statistical

researches have legal protection during the exercise of their duties.

6. Legal provisions relevant to the work of the national statistical agency

- * Decree no.27/1989 on establishment of the NCS;
- * Government Ordinance no.9/1992 on organization of public statistics, approved by the Law no.11/1994 (Official Gazette no.65/1994);
- * Decision of the Government no.1/1993 on organization and functioning of the NCS, modified by Decisions of Government no.600/1993.

SLOVAK REPUBLIC

Situation as of October 1995

1. General

State statistics in the Slovak Republic lie within the competence of the Statistical Office - one of the central bodies of the state administration. Statistical activities are based on the Programme of State Statistical Surveys for a relevant year. The Programme is compiled by the Statistical Office (SO), discussed by the Statistical Council, and includes statistical surveys conducted by other central bodies (ministries). Based on a sound economic basis, it contains all important and necessary surveys and tries to avoid duplication and overburdening of reporting units.

2. Short history

Until 1918, the statistical service of Slovakia laid within the authority of the Central Statistical Office in Budapest. At that time, no data were surveyed on the territory of Slovakia as a whole. From 1918, the statistical service on the territory of Czechoslovakia was carried out by the State Statistical Office in Prague. An independent statistical office in Slovakia was established in 1939 and existed until 1945. A renewed Statistical Office was established in 1967 as the body of the State Statistical Office in Prague and, at the same time, the body of the Slovak National Council. A network of regional and district departments was developed in 1968. Slovak statistics was to a certain degree restricted within the framework of the Czechoslovak Federation. The overall methodological work was carried out at the Federal Office in Prague. Contacts with the world statistics and limited information on developments in Slovakia were reported to the international community by the Federal Office. The Statistical Office of the Slovak Republic was established on 1 January 1993.

3. Information about the national statistical agency

Name: Statistical Office of the Slovak Republic (SO SR).

Legal basis: Act of the Slovak National Council No.322/1992 Coll. on State Statistics by Act No. 155/1993 Coll. of 23 June 1993.

Organisation: SOSR has a headquarters together with subject-matter departments and departments that ensure the so-called "service activities". It

directs territorial statistical bodies (City Administration Bratislava, three regional administrations, 37 district departments and City Division Kosice) and two subsidised organisations - the National Centre for Informatics (NCI) and the Institute for Informatics and Statistics - INFOSTAT.

In compliance with the Act on Statistics, the SOSR fulfils the following tasks:

- * elaborates the concept of the state statistics and the Programme of Statistical Surveys;
- * identifies the methodology for the area of state statistics;
- * organises and conducts surveys, collection and processing of statistical information, and establishes data collection methodologies and statistical data processing technologies;
- * ensures international comparability of the national statistical information;
- * in co-operation with other central bodies develops statistical classifications, registers and code lists;
- * proposes identification numbers for reporting units, assigns them and notifies those units;
- * regularly reports about the state and development of the economy;
- * governs territorial statistical bodies; and,
- * conducts public opinion research concerning current phenomena in the society (pluralism in political life, democratisation processes, etc.)

In addition to the above mentioned responsibilities, the SOSR is in charge of specific tasks in the area of the preparation and processing of election and referendum results.

The responsibility of the SOSR was further extended to the field of informatics by the Act of the Slovak National Council. The objectives in this area are formulated in the National Programme of Informatization, with the following main activities:

- * innovation of technological structure of the state administration information system;
- * creation of the computer network of the state administration and modelling the structure of the state administration information system;
- * inter-ministerial data exchange;
- * standardisation of information technologies and data;
- * research and education in the field of informatics;
- * organisational and personnel support to state administration in the field of informatics;

The Statistical Office is headed by the President who is appointed and recalled by the Government of the Slovak Republic. Vice-presidents are also appointed and recalled by the Government on the basis of a proposal by the President of the SOSR.

4. Related statistical bodies

Subsidised organisations that belong to the branch of statistics are:

- the Institute for Informatics and Statistics (INFOSAT), and
- the National Centre for Informatics (NCI) which merged with INFOSAT on 1 January 1996.

5. Position of the national statistical agency within the framework of public administration

The Statistical Office is a central body of the state administration in the field of state statistics and informatics.

6. Legal provisions relevant to the work of the national statistical agency

The relevant legal acts define conditions for obtaining statistical information, position and responsibilities of statistical bodies, tasks of the state administration and municipalities in the field of statistics, rights and duties of reporting units and protection of data against misuse. In conducting statistical surveys, the SOSR follows the established Programme of State Statistical Surveys adopted by the Slovak Statistical Council and declared as the responsibility of the SOSR in the Collection of Acts. The Government adopted the Standards for the State Information System (SIS) in July 1994. The

SOSR also publishes the Methodology for Processing of the Results of Elections for the National Council and bodies of the local government, as agreed with the Ministry of the Interior.

SLOVENIA

Situation as of January 1996

1. General

Slovenia has a centralised, functionally de-concentrated institutional statistical system. Basic statistical tasks are performed by the Statistical Office of the Republic of Slovenia, based in Ljubljana. There are no other regional or local statistical institutions which perform statistical activities as a part of the central statistical institution. On the other hand, the Statistical Office carries out approximately 70 per cent of all statistical surveys, the remaining 30 per cent being carried out by other institutions in the system of public administration (Bank of Slovenia, Ministry of Labour, Ministry of the Family and Social Affairs, Institute of Health Insurance and the Social/Public Accountancy Service).

Collected statistical data are used by bodies of public administration, economic subjects of the civil law and civil-legal associations and individuals. Statistical activities are carried out on the principles of neutrality, objectivity, professional independence and rationality - and data is obtained and communicated on the basis of the use of scientifically recognised and professionally appropriate methods.

The Slovene statistical system is currently in transition, which relates as much to the creation of new methodologies as to standards - the legal basis for operating this system. A new Law on National Statistics was adopted by the Parliament (National Assembly of the Republic of Slovenia) in 1995.

2. Short history

Organised statistical activities in Slovenia began in 1863. The Central Statistical Commission was founded in Vienna, at that time for the Austro-Hungarian Monarchy, of which the majority of Slovene territory was then a constituent part. After the collapse of the Monarchy, the provincial government for Slovenia founded a special statistical department (the Central Statistical Office was in Belgrade). At that time, statistical activities for today's Istria, the Slovene coast and Venezia were the responsibility of the Central Statistical Office in Rome. During the Second World War in 1944, a decree was adopted on the organisation of a State Statistical Office. Until 1948, this body operated within the Federal Planning Commission, and later adopted the status of statistical office in 1951 and 1957.

Republics and autonomous provinces of the former Yugoslavia adopted statistics acts as regulations, complementing the federal law in 1974 and 1975, but this law was only adopted in Slovenia in 1988.

The period of a unified statistical system of the former federal state ended in practice with the independence of the Republic of Slovenia, when all institutional links between statistical institutions of Republic of Slovenia and those of the former Yugoslavia were broken. The new Law on National Statistics (1995) has been prepared on an entirely different basis, in accordance with international documents (in particular with the ECE/CES Resolution on the Fundamental Principles of Official Statistics in the Region of the Economic Commission for Europe of 1992 as well as other important documents of the Council of Europe, OECD and EU). It has also been prepared in cooperation with experts from EFTA and Eurostat.

3. Information about the national statistical agency

Title: Statistical Office of the Republic of Slovenia (SO).

Legal basis: Law on National Statistics (1995).

Main tasks:

- * development of the national statistical system;
- * analysis of statistical data and interpretation of the results of statistical surveys;
- * fulfilling international obligations of national statistics;
- * discovering the public need for data in cooperation with the Statistical Council of the Republic of Slovenia and in accordance with the international standards;
- * collection and processing of data;
- * storing, communicating and presenting results of statistical surveys;
- * cooperation with other bodies and organisations of public administration and giving a prior opinions to these institutions when they implement new

statistical surveys or establish records which could be a source of the data for national statistics;

- * technical and methodological support to other bodies and organisations of public administration by supplementing the content of existing records and statistical surveys they carry out within their field of work;
- * preparation of statistical projections and trends;
- * establishment, administration and maintenance of the statistical data records;
- * supervision of the statistical reporting units which have a legal obligation to report to the Office;
- * development of the methods and techniques for the protection of data;
- * development of the methods and techniques for presentation of the results of statistical surveys;
- * performing special services for users;
- * other tasks determined by the Law.

In accordance with the Law on National Statistics and the Law on the Government of the Republic of Slovenia of 1993, the SO is a professionally independent government service, which is directly responsible to the government, or the president of the government. In 1995 there were 343 persons employed in the SO. Budget resources approved for the activities of the SO in 1995 amounted to about 500,000,000 Slovene tolar (SIT).

Organisationally, the SO is divided in 8 sectors covering main statistical fields and administrative duties. In accordance with the Law, the SO administers and maintains the Central Register of Population, an employment data base, a Business Register and a Register of Territorial Units.

4. Related Statistical bodies

Title: Statistical Council of the Republic of Slovenia (SC) and statistical advisory committees (SAC).

Composition: The Director of the SO is ex-officio chairman of the SC. The other members of the SC are three representatives of the National Assembly, two representatives of the government, one representative of the National Bank, of employers, of employees, of the judiciary and two recognised statistical experts.

Main tasks:

- * preparation of the initial directions and guidelines for the national programme of statistical surveys and evaluation of its implementation;
- * evaluation of and recommendations concerning the content of the programme of statistical surveys proposed by the SO;
- * review of the proposals of laws and other regulations in the field of statistics;
- * recommendations on methodology for statistical surveys of the national importance;
- * resolving professional questions on national statistics;
- * providing initiatives and proposals for international statistical cooperation; statistics;
- * proposing statistical classifications and standards to be used in the country.

The statistical advisory committees have been established in the SO for individual fields of statistics. There are currently 27 such committees operating. The SC may also invite special working or professional groups to cooperate in carrying out individual tasks related to their own fields of work.

5. Position of the national statistical agency within the framework of public administration

The SO is a government agency. It is responsible directly to the Government, or its President. Responsibility relates to personnel and financial matters, but not to professional and methodological questions. The SO obtained the position of government agency with the new Law on the Government of 1993, having previously been a composite part of the Ministry of Planning.

The field of work of the SO is determined by the Law on National Statistics, and the programme of work is defined by the National Programme of Statistical Surveys. The programme has about 400 headings including various statistical surveys in all important fields of the economic and social system. The SO carries out some 70 per cent of statistical surveys. Because of the principle of de-concentrated implementation of statistical surveys, the remaining 30 per cent is carried out by the so-called authorised executants of the National programme of statistical surveys institutions (Bank of Slovenia, Ministry of Labour, the Family and Social Affairs, Social Accountancy Service, the Institute of Health Insurance and to a lesser extent - especially within

the framework of statistical development, by the Ministry of Environment and Regional Planning and the Geodetic Administration, for example who are also involved in the implementation of the programme). In carrying out its functions, the SO cooperates with other public administration bodies. If these bodies collect and process any kind of statistical data, they must request an expert opinion from the SO before starting data collection. The same applies to the creation of registers or other data collections on the part of the public administration, since Slovenia plans to create a register-based statistical system very similar to Scandinavian (especially) Danish model.

6. Legal provisions relevant to the work of the national statistical agency

Law on National Statistics binds natural persons, legal entities, as well as public administration bodies as reporting units to provide data to the SO. The extent or limits of this obligation are concretely defined in the Programme of statistical surveys. Failure to comply with these obligations imply financial fine. Statistical surveys for which a voluntary reporting is defined is excepted.

Since individuals are bound to communicate their personal data, the SO is obliged to protection the privacy of this information. The new Slovene Constitution is one of the few constitutions which defines the protection of information on private individuals (data privacy) as a specific, basic constitutional right or freedom. A special, fairly restrictive Law on Personal Data Protection was adopted in 1990. Protection of information on private individuals in relation to data collected in the context of the statistical system also falls under the provisions of this Law. In accordance with the Law personal data may only be collected from individuals if an appropriate legal basis exists. An appropriate legal basis may be either the law or the personal written permission of the individual to which the personal data relates. The processing, storing, dissemination and use of personal data is also defined by this Law in accordance with the Convention for the Protection of Individuals with regard to Automatic Processing of Personal Data (Council of Europe, 1981).

All administrators must also ensure physical, organisational and technical measures for

protecting personal data from the loss, damage and unlawful access. Persons employed by the SO, in accordance with the Law on National Statistics, must protect all personal data as an official secret. This obligation also extends beyond the period of their employment in the SO. The Inspectorate for the Protection of Personal Data of the Ministry of Justice supervises the legalities of personal data collection, processing, storing, use and their dissemination together with the special Parliamentary body of the National Assembly.

7. Sources

- * Law on National statistics (1995);
- * National Programme of Statistical Surveys (1996);
- * Law on Personal Data Protection (1990);
- * Constitution of the Republic of Slovenia (1991);
- * Decision on the Organisation and Systematisation of the Statistical Office of the Republic of Slovenia (1996).

SPAIN

Situation as of 1 January 1988

1. General

Official statistics in Spain involve two bodies. The National Institute of Statistics (Instituto Nacional de Estadística/INE) is the executive body. The High Council for Statistics (Consejo Superior de Estadística/CSE) is the consultative body. A large part of official statistics is compiled by the INE, particularly censuses and large surveys among persons and enterprises. In collaboration with the CSE, the INE is also responsible for the co-ordination of the statistical system as a whole.

Nevertheless, the Spanish system of official statistics is rather decentralized, traditionally by sector, nowadays also geographically. Thus, there are statistical services in nearly all ministries, autonomous regions and large municipalities, but INE is represented by an office in each province.

While the basic rules for this system were established in 1945, a new Statistics Law is being prepared at the moment. This will accentuate the tendency towards decentralization as well as regulate the statistical relations between the State and the autonomous regions.

2. Short history

As early as in 1856, a commission of general statistics was created by the Council of Ministers. It had the authority to promote, execute, negotiate and co-ordinate the statistical work in all the branches of the administration. A Directorate - General of Statistics was set up in 1939, under the responsibility of the Minister of Labour. Official statistics were re-organized in 1945, when the INE and the CSE were created.

3. Information about the national statistical agency

Name: National Institute of Statistics (Instituto Nacional de Estadística).

Legal basis: Act of Statistics 1945.

Main tasks/functions:

- * the centralized production of statistics of general interest;
- * the general co-ordination of the government statistical service.

The tasks imply that INE has to perform all statistical operations for those statistics that fall entirely under its own responsibility. In the case of statistics compiled by other government bodies or local authorities, INE has a guiding and controlling role.

INE organizes direct inquiries among government bodies, enterprises and persons, regarding such information as it deems necessary in the context of those statistics. The bodies, enterprises and persons concerned are obliged to supply the requested information. Refusal may be fined.

Head: Director-General of Statistics.

Special responsibilities: The Director-General is in charge of INE, over which he has full administrative power. He makes proposals for the nomination of Deputy Directors-General and the Technological Secretary of the Institute, and he nominates the other senior staff. He represents the Institute abroad and is responsible for statistical relations with international organizations and foreign countries. He is Vice-chairman of the High Council for Statistics.

4. Related statistical bodies

Name: High Council for Statistics (Consejo Superior de Estadística).

Legal basis: Statistics Law, 1945, and Internal Rules for the Council, 1980.

Composition: Chairman is a renowned scientist in statistics, economics or social sciences, appointed by the government; the Director-general of INE acts as Vice-chairman; the Deputy Vice-chairman has the rank of Deputy Director-general of INE; representatives of the ministries, autonomous regions, the INE, universities, labour unions, employers' associations, competent statisticians.

Main tasks/functions: the CSE is the supreme consultative body. Thus, it advises on all statistical projects and other questions that might be submitted to it, particularly on the co-ordination of statistics, which are compiled by various bodies.

Seeking advice from the Council is obligatory in the events of:

- * development of new statistics;
- * important changes in statistics;

- * statistical studies involving public co-operation or the co-operation of several administrative bodies.

Sub-committees: The CSE either works in plenary sessions or through Permanent Commissions. It may also create special commissions or working parties, which prepare decisions on particular studies or reports.

5. Position of the national statistical agency within the framework of public administration

Administrative position: The INE is a Directorate-General under the responsibility of the Minister of Economic Affairs and Finances, and particularly the State Secretariat for the Economy.

Formal position of head: The Director-General is nominated by the Council of Ministers, on the recommendation by the Minister of Economic Affairs and Finances.

Decision on work programmes: These decisions are taken by the Director-General of INE, in consultation with the Council of Directors of INE, consisting of the Director-General, three deputy Directors-General (one for each main sector of the Institute) and the Technical Secretary.

Decision on the budget: The final decision is made by parliament, as for all government budget proposals. The preliminary budget proposals for INE are drafted by the Director-General, mainly in collaboration with the Technical Secretary.

Decision on the publication of statistical results: for publications by INE, the Director-General decides what will be published, on the advice of a Commission for Publications. Publications by other bodies fall under their own responsibility.

Information on centralization/decentralization/devolution: Legally, the Spanish system of official statistics is rather centralized as far as the conceptual work is concerned. Operationally it is more decentralized, by delegation of authority. INE's own programmes are generally realized by means of the 50 provincial offices.

Statistics produced by other organizations: Ministries compile statistics concerning their own activities. If they wish to organize inquiries among the public or enterprises, favourable advice by the CSE and approval by INE are required. Autonomous regions and large municipalities compile statistics for their own territories.

6. Legal provisions relevant to the work of the national statistical agency

So far, the only statistical legislation is the Statistics Law of 1945, which includes articles on statistical secrecy and the protection of individual data.

7. Miscellaneous

In view of the recent changes in the political and administrative organization of the country, statistical legislation does not cover all present situations. Moreover, the existing legislation concerning co-ordination cannot always be applied, because of the extreme profusion of producers of statistics and the relatively limited integrating powers of CSE and INE. INE offices within the ministries have gradually lost part of their responsibilities.

The most delicate situation concerns decentralization with respect to the autonomous regions and their relationship with INE. The statistical services of autonomous regions are exclusively responsible to the regional governments. Relations with INE are almost always based on agreements concerning specific operations. The solution of this problem is one of the main goals of the new legislation that is being prepared.

8. Sources

- * Le Système Statistique National, novembre 1985
- * Act of 31 December 1945, organizing official statistics and creating INE as well as CSE (Statistics Act)
- * Decree of 2 February 1948, approving the Ordinance of the Statistics Act
- * Internal Rules for the CSE, 1980
- * Several pieces of legislation concerning the organization and co-ordination of statistical activities.

SWEDEN

Situation as of February 1996

1. General

The statistical system of the Swedish central government is decentralised. There are 25 government agencies with statistical responsibilities regulated by legislation. In principal, statistics related to a sector is the responsibility of the government agency handling the sector. A central agency answerable to the Ministry of Finance - Statistics Sweden (Statistiska Centralbyrån, SCB) has responsibility for production of inter-sectoral statistics, e.g. the national accounts and consumer price index. In addition, Statistics Sweden has the responsibility for coordination, development and general methods and monitoring of all official government statistics production. Against pay, Statistics Sweden also produces sectoral statistics for government agencies and commercial customers.

2. Short history

Swedish official statistics initially developed in response to the needs of government agencies. The clergy in Sweden began collecting population data as early as the 17th century, and Tabellverket - the Office of Tables, a central authority responsible for registration of population data and statistics - was founded in 1749.

In 1854, Parliament decided that a central statistical office should be established, and in 1858 the National Central Bureau of Statistics was set up. It focused on population statistics. Other agencies and authorities producing statistics continued to do so until a more pronounced concentration of statistical activities was sought by Parliament in 1960. Much of the statistical production of the central government was transferred to Statistics Sweden during the first half of the 1960s. In the mid 1990s this process was partly reversed. The responsibility for many government statistics programmes was transferred to the appropriate sector agency. The role of Statistics Sweden changed from almost total responsibility for central government statistics towards responsibility for the major part of these statistics coupled with a mandate for coordination, development of general methods and monitoring of the entire statistical system.

3. Information about the national statistical agency

There is a general statistics act from 1992 regulating the production of official statistics. Statistics Sweden holds the responsibility for approximately half of these statistics, mainly statistics of inter-sectoral character. The responsibility for the other half of official statistics is held by 24 other government agencies.

The Swedish Code of Statutes specifies three areas of responsibility for Statistics Sweden. The first area of responsibility is to be the central statistics agency for the Government. This also implies responsibility for development of general methods and monitoring of the statistical system as a whole.

The second area of responsibility is to produce approximately half of the central government official statistics, e.g. national accounts, statistics on foreign trade, population and manufacturing. Statistics Sweden is also responsible for the coordination of Swedish cooperation with international organisations and for nomenclatures and standard classification systems. Furthermore, Statistics Sweden is responsible for a number of databases where official statistics are held available for the users.

The third area of responsibility is against pay to give advice, carry out statistical survey, perform data processing and produce statistics, official as well as non-official, for the government agencies responsible for sectoral statistics. Today, Statistics Sweden produces most of the statistics for these sectoral agencies. Work against pay is also done for non-government customers, domestic and foreign.

Head of Statistics Sweden is a Director-General. A Deputy Director-General acts as his alternate. The Director-General and his Deputy are appointed by the Government for a limited period. Statistics Sweden is directed by a Board of thirteen members. The Director-General chairs the Board. The other members are appointed by the Government after recommendation from various public authorities, employee organisations, universities and private industries.

4. Related statistical bodies

The most important related statistical bodies are the 24 sectoral government agencies with legislative responsibility for statistics within their sector, e.g. The National Agency for Education, The National

Board of Health and Welfare and The National Social Insurance Board.

The Scientific Council has a consultative function for Statistics Sweden and is responsible for certain projects. The Government determines its composition. The Building Index Committee and the Consumer Price Index Committee deal with the computation of building and consumer price indices. They also promote development of index methods through advice and expert guidance.

The members of the index committees are appointed by Statistics Sweden on recommendation by authorities and organisations concerned, with the exception of one member of the Consumer Price Index Committee, who is appointed by the Central Bank of Sweden (Riksbanken).

In addition to these three types of bodies, there are various permanent programme committees established by Statistics Sweden, composed of representatives of main users of statistics and other interested parties.

5. Position of the national statistical agency within the framework of public administration

Statistics Sweden is subordinated to the Ministry of Finance, but is not a part of the ministry. Approximately half of the Statistics Sweden's turnover is provided by the Ministry of Finance to make it possible to handle the first two areas of responsibility mentioned above; being the central statistics coordinating agency for the Government and producing the inter-sectoral parts of official statistics. The other half of the turnover is earned by charging government agencies and commercial customers for statistical production, advice on statistical matters, drawing of samples, etc.

6. Legal provisions relating to the work of the national statistical agency

Various provisions specify the obligation of individuals, households and enterprises to furnish particulars for censuses and surveys. The Secrecy Act of 1980 governs the confidentiality of submitted particulars. All micro data pertaining to individuals, households and enterprises are confidential at Statistics Sweden. The Data Act of 1973 stipulates that computerised personal data files may only be set up and kept by those who have a licence from the Data Inspection Board (DI).

A large part of Statistics Sweden's turnover is provided by income from statistical production for other governmental agencies. All government agencies are obliged to provide for their needs, including statistics, in the most cost efficient way possible. There is no legislation forcing government

agencies to turn to Statistics Sweden. This means that Statistics Sweden can only maintain its role as the dominating producer of statistics by offering excellent products and cost-efficient production.

Sweden's membership in the European Union in 1995 made the regulations from the Council of the European Union applicable to Sweden. This has caused some changes in the Swedish statistical system to harmonise existing statistics with the statistical system of the European Union. Agricultural statistics, regional statistics and statistics of intra-European Union trade are the main programmes affected by Sweden's membership.

7. Miscellaneous

Statistics Sweden has offices in Stockholm and Örebro, each office employing approximately 650 staff. In addition to this, small regional offices are found in Gothenburg, Malmö and Luleå.

8. Sources

- * Directives for Sweden's Official Statistics, Swedish Code of Statutes, SFS 1992:1668, amended in SFS 1995:1061;
- * Changed Responsibilities for Government Statistics, The Government Official Reports, SOU 1994:1, Ministry of Finance
- * Directives for Statistics Sweden, Swedish Code Of Statutes, 1988:137, amended in SFS 1994:1136;
- * The Official Statistics Act, Swedish Code of Statutes, SFS 1992:889;
- * The Secrecy Act, Swedish Code of Statutes, SFS 1980:100, amended in SFS 1994:1915;
- * The Data Act, Swedish Code of Statutes, SFS 1973:289, amended in SFS 1994:1485;

SWITZERLAND

Situation as of February 1996

1. General

The system of official statistics in Switzerland is fairly decentralized. It comprises statistical offices and services at federal level as well as at cantonal and communal level, though federal authorities and federal statistics predominate. At federal level, there are some 50 production units in various ministries. In addition, a number of private bodies and organisations, as well as the Swiss National Bank, contribute to federal statistics. Many cantons and the major cities have their own statistical services. The cantons and cities are primarily concerned with their own cantonal and communal statistics but to a minor extent they are also involved in federal statistical activities.

As the main producer of federal statistics, the Swiss Federal Statistical Office (SFSO) is the only specialized office with activities relating exclusively to statistics. It is responsible for compiling most official statistics and, in compliance with the Federal Statistics Act, it is mandated to coordinate the statistical activities of the many federal producers.

2. Brief history

The Swiss Statistical Office is among the oldest services in the Federal Administration. Twelve years after the foundation of the Federal State in 1848, Parliament, pursuant to a proposal of the Government, set up the Federal Statistical Bureau. The desired statistical coherence was not, however, achieved. From the early 1870s, statistical activities were developed piecemeal, as the need arose. The updating of its legal basis (ie. the Federal Statistics Act of 9 October 1992 and the four accompanying executive ordinances) laid the legal foundation for incorporating federal statistical work into a four-year planning process. This is done by means of a multi-year statistical programme which is an integral part of legislative planning. The first multi-year programme covers the period 1995-1999.

3. Information about the national statistical agency

Name: Swiss Federal Statistical Office (SFSO)

Legal basis:

- * Bundesstatistikgesetz vom 9. Oktober 1992 (Federal Statistics Act)

- * Verordnung vom 30. Juni 1993 über die Organisation der Bundesstatistik
- * Verordnung vom 30. Juni 1993 über die Durchführung von statistischen Erhebungen
- * Verordnung vom 30. Juni 1993 über Gebühren für statistische Dienstleistungen von Verwaltungseinheiten des Bundes
- * Verordnung vom 30. Juni 1993 über das Betriebs- und Unternehmensregister
- * Bundesgesetz über die eidgenössische Volkszählung vom 3. Oktober 1860, revidiert 1988.

Main tasks:

- * The SFSO is the central Government Statistical Office, coordinating statistical production across the board, ensuring that the data are comparable and drawing up a multi-year federal statistical programme;
- * it liaises with cantonal, municipal and international statistical producers, as well as with research bodies, industry and employer/employee federations;
- * it generates statistical information about virtually all 19 subject areas covered by federal statistics by conducting surveys of private individuals or legal entities, analyzing registers or synthesizing data;
- * it analyzes, interprets and publishes statistical information which is circulated by means of various media such as press releases, written publications, data bases or electronic data carriers, depending on the target audience.

In charge of the office: Director

4. Related statistical bodies

Name: Federal Statistics Commission

This Commission was appointed in November 1993 by the Government, in compliance with the Federal Statistics Act.

Composition: 24 members;

The Chairman represents academia, while the other members are high-ranking representatives of science, private industry, employer/employee federations, the Cantons and communes.

In general terms, the Commission advises the Government on federal statistics.

Main tasks:

- * Monitoring and appraisal of the multi-year federal statistics programme;
- * Appraisal of projects about introducing, discontinuing or making major changes to important statistics and in connection with important interdisciplinary projects.
- * FEDESTAT, a body grouping all producers of federal statistics and promoting cooperation with all government offices with statistical responsibilities, is also part of the official statistical system.
- * REGIOSTAT groups together all cantonal and municipal statistical offices and departments, liaising between the cantonal, municipal and federal statistical offices.
- * The SFSO is supported in its work by expert groups.

5. Position of the national statistical agency within the framework of public administration

Administrative position: The SFSO is one of the Federal Department of the Interior's fourteen offices.

Work programme: Its decisions are taken as part of the normal government and administration work.

Budget: Budgetary decisions are taken within the scope of financial planning and the Federal Department of the Interior's budget.

Decisions on the publication of statistical results: These come within the SFSO's purview.

6. Legal provisions relevant to the work of the national statistical agency

The Administrative Organisation Act of 19 September 1978, the Federal Statistics Act of 9 October 1992 and the four related executive ordinances, as well as the Federal Census Act revised in 1988 constitute the legal basis of the SFSO.

The 1992 Data Protection Act and the corresponding data protection articles in the Federal Statistics Act regulate statistical secrecy, in an effort to prevent the misuse of data. Information obtained by the Government through statistical surveys may be used for statistical purposes only. Thus statistical secrecy excludes the possibility of data relating to individuals or companies being used for administrative, inspection or fiscal proceedings. It also prohibits the publication of results in a form which makes it possible to draw conclusions about private or legal entities. Breaches of statistical secrecy are prosecuted.

7. Sources

- * L'office fédéral de la statistique en bref, OFS, Berne, 1993, published also in German and Italian;
- * Die rechtlichen Grundlagen der Bundesstatistik, published in German, French, Italian by the Federal Chancellery, 1993;
- * Statistical Information, Catalogue of Federal Statistical Publications (published annually in German and French).

The Former Yugoslav Republic of Macedonia

Situation as of June 1995

1. General

The statistical system of The former Yugoslav Republic of Macedonia is centralized. Statistical work is mainly concentrated in the Statistical Office (SO) and its 8 territorial departments. The SO conducts annually about 200 statistical surveys with monthly, quarterly, bi-annual and annual periodicity covering 28 areas of the socio-economic life of the country. Besides the Statistical Office, statistical work is performed by the Ministry of Defence, Ministry of Interior, Ministry of Justice, Republic Office for Health Care, Pension and Social Welfare Organization, Employment Office and some other authorized government organs within their scope of activities.

2. Short history

The historical development of statistical activity in the territory of the country has gone through four periods: before 1918; between 1919 and 1941 (two population censuses were conducted in this period); between 1945 and 1991, and finally, after 1991. The first statistical office was established by the government on 1 June 1945.

This office was transformed into the Office for Statistics and Register of Peoples Republic of Macedonia in 1951. In the following years significant progress in statistical services has been achieved with a comparable increase in demand for statistical services from the public. The Office for Statistics and Register was transformed into the Statistical Office in 1956, and in 1965 into the Republic Statistical Office. The Law on statistics was passed in 1966, Law on statistical surveys of special interest for the Republic in 1974. This programme is revised and updated every 5 years.

The national Statistical Office was established as a state administrative institution after the country became independent. This decision was based on the Law on public administration (Official Journal 40/1990) and Law for change of the Law on public administration (Official Journal 63/1994). At the moment, the Statistics Law which is under preparation is expected to incorporate the experiences of developed statistical offices, recommendations of the UN, Eurostat and other international organizations, as well as the needs of domestic users.

3. Information about the national statistical agency

Name: Statistical Office of the Republic of Macedonia

Legal basis: Law on public administration and the Law on statistical surveys of interest for the Republic.

Main tasks:

- * collection, processing, analysis and publishing of statistical data;
- * observes the needs of data-users necessary for further development of democratic society and information processing system;
- * follows up dissemination of statistical data and verifies their accuracy;
- * oversees the collection, processing and use of statistical data;
- * ensures the measures for protection of personal data collected through statistical surveys and registers (maintained in the Office) and supervises their application;
- * harmonizes methodological basis for preparation of macroeconomic indicators using the methodologies of developed market economies;
- * organization and promotion of the statistical system in the country;
- * performs international data exchange and fulfills other international obligations in the field of statistics;
- * establishes, maintains and updates three administrative registers - Population Register, Register of territorial units and Register of enterprises;
- * distributes enterprises and other legal subjects in the country according to their activities.

Head: Director of Statistical Office

4. Related statistical bodies

The Section of Statisticians is active at the moment. The work is under way on establishment of a national Statistical Society. Establishment of the Statistical Council, appointed by Parliament, is envisaged by the new Law on Statistics.

5. Position of the national statistical agency within the framework of public administration

Administrative position: the Statistical Office is a professional, independent institution competent in the field of statistics within the framework of public administration. It carries out about 80 per cent of the statistical surveys itself and it coordinates statistical work conducted in other authorized government organs. The SO is professionally independent in setting out methodologies, organization and procedures for collection, processing and dissemination of statistical information. It reports to Parliament and has the status of a legal entity.

The Director of the Statistical Office is appointed by the Government and he/she reports to the Government for his/her work.

The programme of statistical work is passed by Parliament. It determines statistical surveys to be performed in the 5 years period (revised and updated annually). This programme also determines the organ responsible for methodological work, collection, processing and publication of data. In addition, it defines the respondents who are obliged to supply the data as well as periodicity and other standards for data processing and publication. The preparation of the National Programme of Statistical Surveys is under way.

Decision on data publishing: the Statistical Office publishes the results of statistical surveys and the Director of the SO is responsible for the data. The proposal for publication of statistical information is made by the Editorial Commission of the SO with respect to demands of data users. All data users have equal access to the data.

Decision on Budget: the Statistical Office is financed from the national budget. The budget is approved by Parliament in a regular procedure for passing a law.

6. Legal provisions relevant to the work of the national statistical agency

The Statistical Office performs its duties according to the regulations governing the public

administration in the Republic. The Law on statistics, now under preparation, will determine the principles of statistical work, organization of the statistical system, means and activities for the implementation of the Programme of statistical surveys, data protection measures as well as standards for international exchange of statistical data and international cooperation.

The establishment and maintenance of three administrative registers in the SO is defined by special laws which specify data coverage, use and protection of data (personal data in particular). Simultaneously with the preparation of the legal regulations covering economy, wage and social policies and the tax system, The Statistical Office is empowered to prepare necessary data on the basis of its regular statistical surveys which may be used as parameters in these fields.

Special attention is given to personal data protection. Privacy of data is guaranteed by the Law on the Population Register and the Law on Statistical Surveys. Techniques of data protection are specified by the Director of the SO. A new Law on personal data protection, currently being established, will completely systematize this issue. The starting points in preparation of this law were principles determined by international organizations and the legal experiences of some countries.

The last census of population was conducted in the period 20 June - 5 July 1994. The Law on the census of population, households, dwellings and agricultural holdings of 1994 had incorporated the recommendations of international organizations for censuses, experiences of several statistical offices and took into account specific constitutional solutions on these issues in the country. Special attention in this law was given to personal data protection.

7. Miscellaneous

With the adoption of market economy principles, the country has begun the process of the transformation of its statistical system. It is being developed on the basis of the experiences of statistical systems in developed market economies. In order to fulfill this task, The Statistical Office is intensively studying and applying methodologies adopted by European and other international statistical organizations. In this context, the relevant organizational and staff changes in the Statistical Office are under way.

8. Sources

- Law on Public Administration (Official Journal 40/1990);
- Law on Statistical Surveys of the interest for the Republic (Official Journal 5/1974; 20/1988);
- Law on Register of territorial units (Official Journal 10/1990);
- Law on Population Register (Official Journal 46/1990);
- Law on Register of organizational units;
- Law on Census of population, households, dwellings and agricultural holdings (Official Journal 25/1994);
- Law on personal data protection;
- Information on Statistical system.

TURKEY

Situation as of January 1996

1. General

Over the last few decades, a considerable increase has occurred in both the quality and volume of statistical data produced by the Turkish statistical system. The progress made reflects the growing awareness of the importance of statistical information in planning and decision-making by Government and private institutions.

2. Short history

Statistics have been collected since long ago in Turkish history. Collecting statistics in Turkish history had become important especially in Seljuks and Ilhanids day with the aim of collecting some information on their population, land and income of people. Also, the ruled books regarding income and expenditure of the State had been prepared by Seljuks and Ilhandis.

The Ottomans conducted many censuses and regularly collected information on population and land. Between 1512-1520, Sultan Süleyman the Magnificent initiated a general census. The first successfully completed population census was taken in 1836.

The first office of statistics was established in 1874, but it was closed in 1877. At the beginning of 19th century, offices of statistics were created within every ministry in Istanbul and in every province and district. In addition, a committee was formed to control and follow their studies. All statistical duties and services were cast into a legal frame through the formation of a central statistical council at Bab-i Ali (the Central Office of the Imperial Government).

In 1918, a statistics department was established by a new law. Separate statistical activities were concentrated in this department. However, a year later the law was canceled, and the old system was reinstated and followed until the period of the Turkish Republic.

Based on scientific principles, modern statistical services began with the establishment of the "Central Statistical Department" in 1926, after the foundation of the Republic, functioning as a partially-centralized system. In 1930, the title of the Department was changed to "The General Directorate of Statistics" (GDS), and the National Statistical System was turned into a centralized system.

With the introduction of development planning after 1960, it became clear that some statistical data needed for formulating and implementing economic plans were missing, and some of the data available were inadequate. The need for improvement of the statistical system of the country became critical. Proposals were developed for reorganising the GDS into a State Institute of Statistics (SIS) with wider authority and more responsibilities and resources. For this purpose, statistical law No. 53 was enacted in June 1962 establishing the SIS under the Office of the Prime Minister. The SIS and its functions were further reorganized and rearranged in 1984, 1989 and 1990, respectively taking into consideration Turkey's newly emerging needs and circumstances in regard of compiling and publishing statistical data concerning the economic, social, cultural and demographic structure of the country.

3. Information about the national statistical agency

Name: State Institute of Statistics.

Legal basis: Law No. 53 enacted on 13 June 1962, and the law having the force of Act No. 219 of 8 June 1984 as amended by the following Acts:

- Act No. 357 on January 1989
- Act No. 367 on 14 April 1989
- Act No.403 on 5 February 1990.

Main tasks:

- * to compile, evaluate and publish statistical data concerning economic, social and cultural activities;
- * to collect and evaluate, on a priority basis, the data required by the State Planning Organization in the preparation, implementation and follow-up stages of development plans and annual programmes;
- * to assist government agencies and institutions, local governments, municipalities and other individuals and legal persons in their statistical work, and to provide coordination in this respect;
- * to implement principles relating to the purpose and timing of data collections as determined by the State Planning Organization, including the form of data presentation and reporting;

- * to establish statistical definitions and standards, improve statistical methods, and conduct statistical analyses and studies; to conduct censuses of the general population, industry, and establishments;
- * to conduct public opinion polls and assist other institutions in similar activities;
- * to determine the principles to be observed by public and private agencies when compiling and organizing statistical data; and to decide, in cooperation with agencies and organizations concerned, which public agencies will collect statistical data, and in what areas.

Head: President, responsible to the Prime Minister. Three Vice-Presidents may be appointed to assist in coordinating the activities of the principal service, advisory and supporting units.

4. Related statistical bodies

Name: The Supreme Statistical Council (SC).

Legal basis: Article 18 of Decree No. 219 of 8 June 1984.

Composition: authorized higher echelon representatives of the State Planning Organization, public agencies and institutions, state economic enterprises, universities, the Union of Chambers of Commerce, Chambers of Industry, Commercial Exchanges of Turkey, trade unions, and private agencies and institutions. The SC is convened by the President of the SIS.

Function: to advise on how the SIS may best meet the needs for statistical data in economic, social, and cultural fields.

5. Position of the national statistical agency within the framework of public administration

Decrees No. 219, 357, 367 and 403 assure data-collection discipline and standard practices in statistical activities in the framework of the traditionally adopted centralized approach. SIS is set up under the direct supervision of the Prime Minister. There are 22 Regional Offices and one Division in Van. The SIS delineates the operational areas of these Offices and of the Division. The authority for collecting statistical data in Turkey belongs in principle to SIS. Government agencies coming under the general budget may collect and publish statistical data only if this is required in order to meet their own needs. The permission of the SIS is required if these agencies intend to collect and publish statistical information outside their organizations.

SIS is authorized to release to the competent authorities, or to the public, statistical information regarding important economic, social and cultural conditions of the country, after having examined such information. It is customary to seek a positive view of the State Planning Organization on national-accounts statistics and on other matters relating to macro planning before the above authority is exercised.

6. Legal provisions relevant to the work of the national statistical agency

SIS is authorized to request any information it deems necessary from all government agencies and institutions, individuals and legal persons, who are obliged to furnish accurate information in the format and time period determined by SIS. The Institute is authorized to check the accuracy of the information provided and to request additional information and documents from those concerned.

8. Sources

- * Getting acquainted with the State Institute of Statistics. Ankara, February, 1986.

UKRAINE

Situation as of March 1996

1. General

Statistical bodies of Ukraine form a system of institutions which operate on the basis of common principles and unified methodology. Corresponding services of ministries, enterprises and organizations closely collaborate and submit statistical information to the state statistical institutions. The Ministry of Statistics of Ukraine is a government body constituting the principal centre of accounting and statistics. It guides and exercises control over the statistical activity in all branches of the national economy.

2. Short history

Until 1917 the provincial committees on statistics were responsible for statistical activities. After the revolution, a national statistical body was set up in 1920, the All-Ukrainian Central Statistical Bureau. In 1921 it was renamed the Central Statistical Board of the Ukrainian Soviet Socialist Republic and in 1987 it was transformed into the State Committee on Statistics of the Ukrainian SSR, and then in 1993 reorganized into the Ministry of Statistics of Ukraine.

3. Information about the national statistical agency

Name: Ministry of Statistics of Ukraine (Minstat)
It is subordinated to the Cabinet of Ministers of Ukraine.

Main tasks:

- * collection, processing, publishing and dissemination of statistical data;
- * reviewing the State statistical programmes;
- * evaluating economic situation in the country;
- * improving the organization and methodology of statistical activities;
- * securing the reliability of accounting and of statistical reporting;
- * conducting censuses/surveys;

- * estimating future population figures; undertaking statistical research in social and demographic areas;
- * publishing reports on economic and social development;
- * collaboration with international organizations.

Head of the Agency: In accordance with the Constitution, the Minister of Statistics is appointed by the Supreme Soviet of Ukraine. The Minister has deputies appointed by the Cabinet of Ministers. He is entitled, within the limits of his competence, to issue orders, directives and instructions that are binding on the subordinate statistical bodies.

Within the Ministry, a Board (Kollegia), presided over by the Minister of Statistics, examines major issues relating to the organization of statistical activities.

5. Position of the national statistical agency within the framework of public administration

The Ministry of Statistics has to provide timely and reliable statistical information to the governing bodies and the public through statistical information systems at the national, branch and regional levels, on the basis of a common methodology. Being an efficient tool of management, statistics contribute to development of democracy and involvement of people in the management of the State.

The instructions of the Ukrainian Ministry of Statistics in matters of statistical accounting and reporting are binding on all government bodies and on enterprises irrespective of their affiliation. The republican, regional and the city statistical offices are directly subordinated to the Ministry of Statistics and provide guidance in areas of their competence in all branches of economy of respective territories. The local offices include district and town statistical divisions as their structural units. The Ministry of Statistics is financed from the state budget.

6. Legal provisions relevant to the work of the national statistical agency

Legal basis: Constitution of Ukraine, Law on the State Statistics adopted on 17 September 1992, other legislative acts and Regulation on the Ministry of

statistics of Ukraine adopted by the Cabinet of Ministers on 22 March 1993, define its status and competence.

8. Sources

- * Statute of the Ministry of Statistics of Ukraine.

UNITED KINGDOM

Situation as of April 1996

1. General

The Government Statistical Service (GSS) provides the United Kingdom with most of its official statistics. The GSS works in close cooperation with a number of other organisations who also produce official statistics, such as the Bank of England and the Northern Ireland Statistics and Research Agency.

The GSS is decentralised as its 600 statisticians and 4,500 administrative staff are employed by and located in over 30 government departments, agencies and associated bodies. The decentralised system ensures that GSS staff works closely with policy makers, and that statistical analysis is used to its fullest extent in shaping and monitoring government policy.

The Office for National Statistics (ONS) is the government department that coordinates much of the work of the GSS, and its Director is also the Head of the GSS.

2. Short history

Official statistics have been collected by government departments for many years: records on imports and exports go back as far as the seventeenth century; the first population census was carried out in 1801; birth and death statistics started in 1837, the first census of earnings was carried out in 1886; and the first official estimate of national income was made in 1941.

The Central Statistical Office (CSO) was set up during the Second World War by the then Prime Minister, Winston Churchill, and formed part of the Cabinet Office. The duty of the CSO was to collect regular figures on a well-ordered and coherent basis which would be accepted and used without question in ministerial and inter-departmental discussion. In August 1989 the CSO became a separate government department, and in November 1991 it became an Executive Agency.

In April 1996 the CSO merged with the Office of Population Censuses and Surveys to form the Office for National Statistics. The purpose of the merger was to meet a widely perceived need for greater coherence and compatibility in Government Statistics, for improved presentation and for easier public access.

3. Information about the national statistical agency

Name: Government Statistical Service

Legal basis: The GSS has no formal basis in law; a substantial part of its work is controlled by acts of Parliament, however.

Main tasks and responsibilities: The GSS Mission Statement is "...To provide Parliament, government and the wider community with the statistical information, analysis and advice needed to improve decision making, stimulate research and inform debate".

GSS activities are formally coordinated through a network of GSS Committees. The Policy and Management Committee is chaired by the Head of the GSS and comprises all the senior departmental statisticians. It oversees the work and direction of the GSS. Other sub-committees focus on the areas where GSS standards across departments are most vital: computing; data protection; dissemination; economic statistics; social statistics and surveys of persons and households.

The Office for National Statistics (ONS) has a coordinating role for the GSS and government statistics, and its Director is also the Head of the GSS. The ONS has a staff of about 3,000 operating in five locations. It provides the nation with a range of statistical information, including national accounts, measures of inflation, business statistics, labour market indicators, vital statistics on birth, marriages and deaths and population estimates and projections. The ONS works in partnership with others in the GSS to provide analyses of social and economic trends, to examine regional trends and profiles, and to monitor the health of the nation. In addition, the ONS is also responsible for the registration of births, marriages and deaths.

Statistical divisions in other departments produce and provide statistics and analyses related to the work of the department. The Welsh Office and Scottish Office collate, analyse and publish data for their regions in conjunction with the national coverage of other departments. The Northern Ireland Statistics and Research Agency, together with statisticians in other Northern Ireland Departments, works closely with the GSS in the production of United Kingdom statistics.

5. Position of the national statistical agency within the framework of public administration

The Director of Statistics in each department is responsible for the statistical work of that department. Decisions on budgets allocated to statistical work and the publication of statistics are the responsibility of the department, but the Head of the GSS is consulted on more important issues. He or she has right of access to the Prime Minister, through the Head of the Home Civil Service, on matters concerning the integrity and validity of official statistics, and is regarded as the government's chief adviser on statistics. When providing advice to other departments he or she reports to the appropriate departmental Minister through the Head of Department.

The Head of the GSS is also the Director of the Office for National Statistics and is fully accountable to the Chancellor of the Exchequer for the operation and performance of the Office in accordance with this Framework Document and its approved plans. In this role the Director exercises the responsibilities and authorities of a permanent head of a department. The Director is also the Registrar General for England and Wales. This is a statutory office to which the office holder is appointed by Letters Patent. The Registrar General has a number of specific statutory rights and responsibilities in relation to registration matters, the periodic censuses of population, and the collection and publication of certain statistical information. The Registrar General is accountable directly to the Courts for some aspects of these responsibilities.

The Official Statistics Code of Practice sets out good practices built up by government statisticians, with the aim of promoting high standards and maintaining public confidence in official statistics and analyses. The GSS adheres to these standards and encourages the use of the Code of Practice within other organisations which produce official statistics.

6. Legal provisions relevant to the work of the national statistical service

The GSS collects data about individuals, households, businesses and other undertakings through statistical inquiries which are conducted in confidence (sometimes under statutory powers).

In the UK, there is no single "statistics act" which defines the role and responsibilities of the official statistical service, or which provides the legal framework for compulsory surveys and statistical confidentiality. Instead, there are a number of acts of Parliament specific to statistics, of which the most significant are the 1920 Census Act, the Population Statistics Act (1938, amended 1960), the

Statistics of Trade Act 1947, and the Agricultural Statistics Act 1979. In addition there are a number of other acts relating to, for example, Employment, Finance, Local Government and Planning, which contain provisions for the collection of information, or for access to administrative data sources for statistical purposes. Not all relevant legislation affects the UK as a whole, and details of the legislation may differ between parts of the UK. Within the GSS, the ONS is responsible for coordinating reviews of statistical legislation, to ensure that the requirements for the provision of an effective statistical service are met.

To ensure that statistics are of adequate quality, some GSS inquiries are compulsory. In those cases, obligations to respond are enshrined in the appropriate law, and any survey must state specifically whether it is compulsory or not. The obligation to respond is backed up by penalties. The same laws are also used to protect the confidentiality of information provided in response to official statistical inquiries. There are penalties for unlawful disclosure.

By the nature of its operations the GSS has access to much sensitive personal and commercial data from administrative sources, and from statutory and voluntary inquiries. The guidance given in the GSS Code of Practice on the Handling of Data Obtained from Statistical Inquiries (Cmnd 9270) aims to ensure that data obtained by inquiry is handled in a way that reflects the confidentiality needs of those who supply it and obeys the laws under which it was collected. The Code provides for the transmission, within government, and to outside organisations and bona fide researchers, of anonymised data about statistical units except where there are legal restrictions (as there are generally for data about businesses collected under statute), or where commitments to the contrary have been given. During its collection, storage, processing and transfer, confidentiality of information about identifiable statistical units is safeguarded at all times. The Code reflects the Data protection Act 1984, which sets down important principles for the handling of automatically processed data relating to individuals, and gives data subjects certain legal rights including that of access to their personal data.

The GSS can transfer confidential data to the Statistical Office of the European Communities (Eurostat) in pursuance of a Community obligation as defined by EC Council Regulation 1588/90. This Regulation requires special arrangements that bind Eurostat to strict confidentiality.

Private sector participation in GSS statutory work is limited. However, recent legislation provides greater scope to involve private contractors in statistical work. The Deregulation and Contracting Out Act 1994 enables the removal of barriers to

private sector involvement in statutory inquiry work, and enables authorised contractors to handle confidential information on behalf of government. In assessing whether private contractors are suitable to carry out such work, an important part of the assessment will be their ability to meet the quality and confidentiality standards required.

7. Plans

The Office for National Statistics will establish and maintain a database of key economic and social statistics, drawn from the whole range of statistics produced by Government, and produced to common definitions and standards. The GSS as a whole will be committed to improving access for all users of official statistics in line with the policies of the Open Government initiative.

8. Sources

- * The Government Statistical Service: Annual Guide 1994/95
- * Official Statistics Code of Practice
- * Office for National Statistics: Framework Document
- * Keeping Score: the first fifty years of the CSO
- * Official statistics Governance and Consultation

All the above publications are available from: Office for National Statistics, The Library, Government Offices, Cardiff Road, Gwent NP9 1XG, United Kingdom. Tel: +44 1633 812973.

UNITED STATES OF AMERICA

Situation as of April 1996

1. General

The statistical system of the United States Government is decentralized. Several executive departments in the Federal government have agencies within them whose sole mission is to compile and publish statistics for government and public use. In many cases, these agencies have co-operative arrangements with state agencies for the collection and publication of statistics. In addition to statistical agencies, some 60 other Federal agencies collect and publish statistics for general use or conduct statistical surveys and studies to support their research, programme evaluation, or administrative functions. The Office of Management and Budget (OMB), in the Executive Office of the President, is responsible for statistical policy and co-ordination within the Federal government.

2. Short history

The Constitution of the United States of America (1787) requires the taking of a census every ten years. During the 19th and 20th centuries the collection and publication of statistics by the Federal government increased and expanded in scope as the Federal government's size and role expanded. Collection, analysis, and publication of statistics has always been decentralized, with statistical programmes placed in departments whose functions made them the most obvious collectors or users of particular statistics.

Formal co-ordination began in the 1930s, with central policy and co-ordination functions first assigned to a Central Statistical Board (1934) and then (1939) to the Bureau of the Budget, later OMB.

3. Information about the national statistical agencies

There is no single national statistical agency in the United States. Nine departments have statistical agencies within them: the Department of Agriculture (National Agricultural Statistics Service and Economic Research Service); the Department of Commerce (Bureau of Economic Analysis and Bureau of the Census); the Department of Education (National Center for Education Statistics); the Department of Energy (Energy Information Administration); the Department of

Health and Human Services (National Center for Health Statistics); the Department of Justice (Bureau of Justice Statistics); the Department of Labor (Bureau of Labor Statistics); the Department of Transportation (Bureau of Transportation Statistics); and the Department of the Treasury (Statistics of Income Division of the Internal Revenue Service). These agencies operate on the basis of separate statutes that authorise, or in some cases require, the secretaries of departments to collect and publish statistical data on particular subjects.

OMB is responsible, under the Budget and Accounting Procedures Act (Title 31, section 1104, United States Code) and the Paperwork Reduction Act of 1995 (44 U.S.C. 3504) for oversight, co-ordination, and policy direction of Federal statistical activities. OMB's functions include planning over the long term to improve statistical programmes; co-ordinating statistical activities through budget review and other means; establishing government-wide policies, principles, standards, and guidelines for data collection classification and publication; evaluating statistical programmes and agency performance; promoting the sharing of information collected for statistical purposes consistent with privacy rights and confidentiality pledges; and coordinating the participation of the United States in international statistical activities, including the development of comparable statistics. These functions are carried out by OMB's Statistical Policy Office.

4. Related statistical bodies

Various committees of the Congress of the United States oversee the activities of the statistical agencies and of OMB in carrying out statistical policy and co-ordination functions. Most statistical agencies have advisory groups that provide professional advice on methods and practices. At the request of the Federal agencies, the Committee on National Statistics of the National Academy of Sciences studies selected statistical topics to improve the effectiveness of the Federal statistical system.

5. Position of the national statistical agencies within the framework of public administration

Statistical agencies are integral parts of their parent departments with agency heads reporting to their

department secretaries. Agencies prepare budget requests each year, reflecting proposed programme changes for the coming fiscal year. These are reviewed by the parent departments and included in the departments' budget requests to the Office of Management and Budget. OMB reviews statistical agency requests for conformity with the President's budget goals and government-wide statistical priorities. Under the Paperwork Reduction Act, OMB also reviews all proposed collections of information involving 10 or more respondents, including statistical surveys, to ensure they are designed efficiently and the data collected are likely to be useful for their intended purpose. Agencies decide the scope and content of their publications, subject to budget constraints, broad OMB guidelines on the dissemination of information, and OMB statistical standards.

6. Legal provisions relevant to the work of the national statistical agencies

The Freedom of Information Act (5 U.S.C. 552) requires Federal agencies to disclose records that are not specifically exempted. Information collected for statistical purposes is exempt from the public disclosure requirements of FOIA if (1) it has been collected under a statute (for example, 13 U.S.C., the Census Code) that prohibits disclosure, or (2) it qualifies for an FOIA exemption covering "trade secrets and commercial or financial information obtained from a person and privileged or confidential". Most statistical agencies collect information under statutes prohibiting disclosure.

Statutes prohibiting public disclosure vary in the extent to which they permit inter-agency use of information for statistical purposes. For example, information collected by the Bureau of the Census under 13 U.S.C. is accessible only to employees of the Bureau of the Census. By contrast, the law protecting the confidentiality of the Department of Agriculture's statistical data collections permits the data to be used for statistical purposes by other agencies.

Statutory authority exists to require response of the population to economic censuses and to certain other surveys, mainly of businesses. The major household surveys and many major economic surveys are conducted without mandatory reporting authority.

8. Sources

- * Different titles and sections of the United States Code authorize collection and publication of statistics by different Federal agencies.

- * The statistical policy authority of the Office of Management and Budget is contained in 44 U.S.C. 3504; 31 U.S.C. 1104; and Executive Order No. 10253 of June 11, 1951.
- * Descriptions of major statistical programs may be found in "Statistical Programs of the United States Government," published annually by the Office of Management and Budget.

FR YUGOSLAVIA

Situation as of March 1995

1. General

Organization and functioning of the statistical system of the Federal Republic of Yugoslavia, which consists of Serbia and Montenegro, are governed by the federal and republic regulations. Statistical agencies and the "authorized" agencies and organizations carry out statistical research. Statistical agencies are the Federal Statistical Office (FSO) and the statistical offices of the Republics of Serbia and Montenegro.

2. Short history

The origin of statistics in this area dates from the establishment of the statistical department in the Ministry of Finance of the Principality of Serbia in 1862. In 1881 it became the Administration of Government Statistics. After the Kingdom of Serbs, Croats and Slovenians was established in 1918, the statistical institutions were formed in these regions with a headquarters of the Directorate of Government Statistics in Belgrade. The Central Government Statistics was founded during the Second World War, and after the War the name was changed to Federal Statistical Office. From 1956 to the disintegration of the Socialist Federative Republic of Yugoslavia, the Federal Statistical Office had continuously performed its activities. This Office has continued with its functions after the 27 April 1992, when the Constitution of the Federal Republic of Yugoslavia was proclaimed.

3. Information about the national statistical agency

Name : Federal Statistical Office

Legal basis : The Federal statistical Office was formed on the basis of the Article 41 of the Decree on the establishment of federal ministries and other federal bodies ("Official Journal of the Federal Republic of Yugoslavia", no.25/92).

Main tasks/functions:

According to the mentioned Article, the Federal Statistical Office performs activities relating to statistical researches of the country-wide interest, in particular :

- * collection, processing and publishing of statistical data and information on certain

aspects of economic and social conditions, on population etc.;

- * establishment of the consistent methodologies for statistical research and statistical standards;
- * provision of statistical data to other countries and international organizations on the basis of international obligations and membership in international organizations;
- * development and improvement of the entire statistical system.

The Head of the FSO is the Director. His responsibilities include :

- * distribution of the assignments and tasks within the Office;
- * passes the regulations for which he is legally responsible;
- * to inform the Federal Assembly and the Federal Government on the activities of the FSO, current situation in the field of statistics, and other relevant administrative issues as well as to provide them with the necessary information and suggestions;
- * together with the personnel, he is responsible for the accuracy of collected, processed and published data, as well as for the professional quality of the work.
- * to manage the work relations (employment, assignments of the staff, appraisal of work results, etc.)
- * to manage financial resources of the Office.

4. Related statistical bodies

Besides the FSO, statistical work of the country-wide interest is organized and carried out by statistical offices of the Republics and by nine other agencies and organizations. These institutions and agencies (Ministry of the Interior, Ministry of Justice, the National Bank, the Payment Operators Office, The Federal Placement Bureau, the Federal Office for Health Care, the Federal Office for Social

Insurance, the Federal Hydrometeorological Institute and the Association of Health Insurance Institutions) are authorized to perform statistical work under the provisions of the Article 5 of the Law on Statistical Research and by special authorization.

5. Administrative status of the official statistics

The FSO represents an important administrative and the federal organization which performs activities pertaining to the rights and obligations of the Federal Government. The FSO performs independently its activities, within the framework of federal regulations and laws, guidelines of the Federal Assembly and the Federal Government. The Office has the obligation to pass certain federal laws and regulations regarding its field of activity. For its activities and work, the FSO is responsible to the Federal Assembly and Federal Government. The FSO co-operates with other federal administrative agencies, government agencies, administrative bodies and other organizations in its activities.

All statistical researches have been determined by the Law on Statistical Researches of the Country-wide Interest and are being carried out on the basis of one and five year programmes of statistical researches, established by the Federal Assembly. Activities on preparation and realization of these programmes have been organized and managed by the Federal Statistical Office.

The federal budget provides the basic investment resources for the activities of the FSO. The FSO itself provides resources for wages, for material costs, for travel costs, for participation in joint projects, for carrying out and publishing of population censuses results, for software leasing, etc.

6. Publishing

The FSO has the responsibility to publish results of all statistical research of the country-wide interest. The preliminary results of research are published in a form of a brief "Communications". The "Index" monthly review of economic statistics contains the most important series of statistical data in natural indicators, and in the form of index numbers, as well as data on financial statistics. The "Statistical Yearbook of Yugoslavia" is a complex publication which contains annual data from all statistical fields. The topics include full review of data on FR of Yugoslavia, comparative data on Republics of Serbia and Montenegro, provinces, towns, communes as well as the international comparisons. "Statistical Bulletin" represents a thematic publication which provides a detailed review of comparable annual data. "The Statistics of Foreign

Trade of the FR of Yugoslavia" presents data on trade with foreign countries. "Demographic Statistics" presents series of basic data on population migrations. "Statistical Pocket-book" contains the most significant statistics on social and economic development. "Census books" cover census results significant for the whole country. Publishing activity also includes a "Semi-annual Review of International Statistics", "Economic Trend", "Methodological Materials", editions of "Studies, Analyses and Reviews", "Methodological Studies", "Discussion Papers and Documentation", and other publications.

PART TWO

COSTING AND PRICING OF STATISTICAL PRODUCTS

ALBANIA

Situation as of March 1995

1. Costing

Products subject to costing : All of the Institute of Statistics of Albania (INSTAT) products and services are subject to costing.

Structure of the budget : The costs of INSTAT are covered from the budget of the Republic of Albania which is annually approved by the National Assembly. All the activities are financed on the basis of the national statistical programme approved annually by the Council of Ministers.

Special surveys outside the national statistical programme are carried out by request and are financed by different organizations.

Determination of costs : The costing of any of the statistical product or service takes into account direct costs such as labour, computer's time, printing, distribution, etc., overhead costs covering management and general services and amortization of the used equipment.

In case of ad-hoc services requested by other agencies, an additional fee is added to the above costs.

2. Pricing

Products subject to pricing : All publications of the INSTAT are subject to pricing. This includes both the regular publications as well as other publications related to non-regular surveys or activities carried out by the INSTAT.

Products excluded from pricing : All specific data that are not included in the INSTAT publications, requested by different institutions or individual users are provided free of charge.

General principle for pricing : The price of a publication is based on its direct costs, i.e. printing and material costs, plus additional fee. The price of a publication is determined by Director General of the INSTAT.

The Director General approves a list of the users that receive all INSTAT publications free of charge. This list includes the Office of President, National Assembly, Council of Ministers, Ministries, other central institutions, banks, foreign diplomatic missions accredited in the Republic of Albania, TV and media and other important users.

Republic of BELARUS

Situation as of 1 January 1995

1. and 2. Costing and Pricing

The statistical work programme is being developed taking into account the requirements of government bodies, ministries, regional public administrations and research organizations, and questionnaires from international organizations, as well as the recommendations of the Conference of European Statisticians.

Statistical activities are funded from the State budget in respect of the following expenditure items:

- wage bill for the whole system and for district, regional and republican levels separately;
- salary increments;
- mission expenses;
- expenditures relating to equipment purchase and building repairs;
- other expenditures (building maintenance, supplies of paper, production of report forms, preparation of statistical bulletins and handbooks, post and telegraph services, costs of machine processing of information).

Structural changes are now being made in the system. An information and publishing centre has been set up within the Ministry of Statistics and Analysis. It is permitted to earn an income from the sale of products and to use this income to finance certain projects and purchase equipment.

A list of statistical reporting forms is approved by the Ministry. To determine costs relating to the work programme, the Ministry has developed a method of costing for all levels of processing of statistical information which serves as the basis for funding of the programme and is also used to calculate the cost of new activities or changes in the cost of ongoing activities. The calculation is applied to all reporting organizations, covering each type of return with account being taken of periodicity. The total cost of handling each statistical return depends on the procedure for its passage through the system of State statistical bodies and on the degree of machine processing required.

The cost determination is based on the wage bill for staff at all levels dealing with statistical returns and includes all taxes and contributions, as well as

expenditures on paper, printing and reproduction of report forms, post and telegraph services and other expenses.

BELGIUM

Situation as of 1 April 1995

1. Costing

Products subject to costing : All the activities carried out by the Institut National de Statistique (INS) in data collection, processing and dissemination and the final products of those activities give rise to costs that have until now been only partially analysed for some statistical branches and surveys. Costs of the staff, training, data processing, printing, materials, maintenance, energy, use of various services etc., can be determined by reference to the INS budget. The new opportunities offered to the INS as a result of its change of status (the possibility of using its earnings instead of handing them over to the Treasury) should lead it to undertake a more thorough study of costs, with a view to improving resource allocation and formulating a more realistic pricing policy.

Structure of the budget : By the Law of 21 December 1994, the INS became a "separately managed State service", acquiring a status that gives it a measure of autonomy in financial and budgetary matters. Broadly speaking, the INS budget will comprise three parts:

- * the annual appropriation from the general expenditure State budget;
- * a contingency appropriation from the same budget;
- * the revenue derived from the INS activities, for example, proceeds from sales of statistical information, subsidies from the European Union, or other domestic or international sources, remuneration for special services, etc.

The main consequence of this change of status is that revenue and external financing of the INS will be secured and will enable it to develop new activities.

Determination of costs : Occasional studies have been carried out to determine the factors influencing the cost of certain statistics and to quantify them. In the case of the survey of the labour force, for example, it was possible to identify and quantify the cost components: the amount of the allowances paid to those conducting the survey, wage costs for staff managing the survey and producing the results, and printing and data processing costs. A similar approach was adopted in the case of statistics on industrial accidents,

resulting in a breakdown of wage costs, programming costs and costs for the use of logistics.

Additionally, a survey conducted in all the federal services at the initiative of the Government enabled the INS, like other administrative organs, to determine the budgetary impact of allocation of staff under broad statistical and logistical headings, and to draw conclusion from that work. The same exercise was carried out in greater depth on the occasion of the restructuring of the INS. The conclusions of these two studies made it possible to lay the foundations for improving the organization of work in the light of budgetary constraints, *inter alia*, through improved allocation of responsibilities.

Use of costing information : The INS has as yet barely embarked on formulating an efficient pricing policy based on a cost approach. However, analysis of the INS budget provides information that can serve as a basis for better estimation of expenditure taking account of the constraints imposed at government level.

8. Pricing

Products subject to pricing : Broadly speaking, all products distributed by the INS are subject to pricing: general or thematic publications, statistical data on diskette, recorded tapes, print-outs, printed extracts from publications or from the on-line database for local data, methodological notes, classifications, etc.

Products excluded from pricing : The statistical data compiled by the INS may be consulted and read entirely free of charge. A documentation room is open to the public. The on-line databases in the documentation room may be consulted free of charge. The INS also provides a free catalogue of its products and services, and a small publication containing the main national statistics; an information brochure on the Institute will soon be available. The INS provides general information to the public and users free of charge, as well as information regarding its organization and that of the statistical service.

In addition, statistical products are available free of charge to some categories of users: the Department of Economic Affairs, the Planning Bureau, and, more generally, bodies or institutions collaborating with the INS in various capacities. The INS also offers discounts to universities, schools, students, libraries and bookshops.

Given the consideration referred to in the section on costing, the pricing principles currently adopted can only involve an approximation of the marginal costs of distribution of statistics. Those costs vary according to the form of distribution (publications, print-outs, etc.). An attempt has also been made to define the different principles applicable to "ready for sale" forms of distribution, and to products prepared in response to specific requests by customers.

Pricing formulae:

- for paper publications, pricing takes account of various factors such as fixed cost, the number of pages in the publication, format, number of copies printed, enhancement of the statistics by means of commentaries, the presence or absence of graphics, cartograms, illustrations, etc.

- the price of data in computer-readable form depends on whether or not the contents are pre-determined. In the former case, the price is made up of a fixed price for the medium chosen, and a price per unit of capacity. In the latter case, the price includes a price for costs of analysis and programming, a fixed price for the medium and a price per unit of capacity.

- copies of publications' printed lists and print-outs of on-screen displays are priced per unit. Replies by mail to requests for statistical information are priced according to the number of copies requested, with a fixed charge for postage. (There is no charge for consultation by telephone).

In future, the INS will be able to use the resources generated by the sale of products, and will thus move towards a stricter system of pricing, including the costs incurred and taking account of potential use by purchasers, where that use can be determined; for example, by entering into contracts with third parties who will re-sell data purchased from the INS. Efforts will also be made in the field of marketing, to which little attention has been devoted until now.

BULGARIA

Situation as of March 1996

1. Costing

Structure of the budget : The costs of the National Statistical Institute are borne by the national budget of the Republic of Bulgaria. All activities - collection, compilation, analysis and publication of statistical information - are financed on the basis of the Plan for statistical surveys approved annually by the National Assembly.

Proceeds of the National Statistical Institute from statistical surveys and services outside the scope of the Plan approved by the National Assembly go to an extrabudgetary account and are used for updating the technical base, upgrading specialists' training, meeting social and community requirements and additional staff remuneration.

2. Pricing

Statistical products and services are provided in two ways: free of charge or for payment.

Products and services excluded from pricing : This category covers information obtained from surveys carried out, including those under the Plan. Information is also provided free of charge to legislative and executive administrative bodies, government institutions and to the international organisations of which the Republic of Bulgaria is a member, or have an agreement for exchange of statistical information.

Products and services subject to pricing : This category covers products and services prepared in response to special requests by users. These products are prepared on the basis of existing information in accordance with the specific requirements of the user concerned. This category includes statistical products and services prepared on the basis of surveys conducted outside the Plan, on a contractual basis and financed by the users.

General principles for pricing : The prices of publications include all costs, including those of material used.

The prices of statistical products and services subject to pricing are based on the costs of reproduction and distribution. Prices of statistical products produced on the special request, and those for analyses and forecasts, are set on the basis of contracts with users.

CANADA

Situation as of May 1996

1. Costing

Products subject to costing : All products are subject to costing. In doing so, however, Statistics Canada differentiates between standard or off the shelf products and services such as publications, CANSIM data base services and microdata files, and custom products and services based on the stated requirements of clients such as special surveys, tabulations and analyses derived from existing data bases.

Determination of costs : The costing of any product or service must take into account a combination of factors such as labour, computer time, composition, printing, distribution, and marketing. In addition, overhead costs covering management and general services such as Personnel and Finance are taken into consideration. Costing also includes amortization of expenditures on equipment and on generalized systems used for dissemination of its information, for example generalized on-line systems, generalized retrievals and tabulation systems.

Use of costing information : Statistics Canada has in place a system to keep track of expenditures for direct costs. Detailed reports are available in order to compare actual and forecast expenditures and allow year to year analysis, as well as monthly tracking, for any given project. Project costs include the contributions of all organizational entities involved. For overhead costs that is charged to external clients, it has been established that the organizational overhead corresponds to 45 per cent of the direct cost. This percentage is reviewed from time to time to ascertain its relevance.

2. Pricing

Products subject to pricing : All products and services are subject to pricing. Statistical requests, special tabulations and surveys conducted at the special request of other organizations, including federal government departments, are priced so as to recover the costs of providing the services as described above, including departmental overhead.

Publications and information provided through electronic media are also priced. These products are priced so as to recover the costs of making the information available to users - the recoverable costs exclude those associated with data collection, processing and analysis which are covered by the base budget of the program. An important point to stress is the fact that the pricing of each specific

product and/or publication must build in a market factor since it is highly unlikely that all products will be successful in a financial sense. Therefore, if the successful products merely covered their individual costs, the less successful products would place the overall program in a deficit situation. Therefore, for example, the production, dissemination and marketing costs of print publications are recovered in the aggregate. The same applies to electronic products.

While publications are sold to those who want their personal copy, they are provided free of charge to three categories of users. These arrangements are fundamental to serving the "public good" mandate of the agency:

* All Statistics Canada survey results are published in summary form in The Daily, the agency's official release vehicle, which is provided free of charge to the media which in turn release the information to the Canadian public.

* All publications are provided free of charge to some 700 Libraries and to Members of Parliament under the Depository Services Program sponsored by another federal government department.

* All publications are provided free of charge to the provincial statistical focal points which in turn serve the information needs of their respective provincial government administrations.

All simple requests handled by phone are answered free of charge. The agency also operates a toll-free telephone inquiry service in order to serve the needs of the Canadian public not living close to Statistics Canada's nine reference centers.

In addition, the agency offers a 30 per cent discount to educational institutions which purchase its products.

Activities excluded from pricing : The collection, processing and analysis of regular statistical program are funded through Parliamentary Appropriations and consequently, these activities are not subject to cost recovery.

No charge is levied for responding to simple public requests over the phone (usually involving less than 15 minutes). No charges are levied for providing information to international organizations to meet Canada's international obligations.

General principles in pricing : The overriding principle in pricing is that those who directly benefit from a product or service, e.g. a publication, or special tabulations should pay for it.

Pricing formulae : The pricing formulae is designed to recover all direct costs plus departmental overhead.

CROATIA

Situation as of May 1993

1. Costing

Products subject to costing : The CBS derives its income from the budget and sale of the publications and other services. Costing is regularly made for :

- * Publications - bulletins, monthly statistical reports, comprehensive reports, studies and analyses, statistical yearbooks, etc.
- * Special analyses and data processing projects requested by clients.
- * Statistical surveys for various clients not covered by the regular Programme of Statistical Surveys.

Determination of costs : The criteria used for setting up of prices of the CBS services are : the time used, costs of the material, and administrative overheads. The staff costs depend on the number of persons engaged, their grade and the time spent. Material costs include the necessary equipment and materials. The costs are calculated on the ground of the customers order or request of the data users. The Accounting Department draws up and dispatches an invoice for payment after the project has been completed.

2. Pricing

The publications of the CBS are distributed free of charge to government agencies or organizations with which the CBS has a reciprocal exchange agreement. Similarly, the CBS data are submitted free of charge to international statistical organizations and institutions.

Other clients are charged for the publications and orders or subscriptions are made on the basis of the Publishing Programme.

CYPRUS

Situation as of February 1996

1. Costing

Products subject to costing : All publications of the Department of Statistics and Research, specific statistical data requested by private firms, institutions and individuals, as well as ad-hoc inquiries requested by other Government departments and Semi-Government Organizations are costed.

Structure of the budget : The Department of Statistics and Research has no budget for publications and all material used for printing of these publications is supplied by the Printing Office of the Republic.

2. Pricing

Products subject to pricing : All publications of the Department, preparation of specific statistical information requested by private users and ad-hoc inquiries requested by other Government Departments and organizations are priced.

Products excluded from pricing : Booklets and price lists, that provide information on the publications issued as well as the functions and services provided by the Department are excluded. The pocket-book "Cyprus in Figures", which contains the most important socio-economic indicators and is issued on an annual basis, is also distributed free of charge.

General principles for pricing : For publications pricing is based on the cost of typing and printing; for specific data requested by firms, institutions and individuals, pricing is based on the cost of compiling such data (computer time, labor cost excluding survey costs) and an additional 20 per cent for overhead costs; For ad-hoc surveys requested by Government departments and other organizations the price is based on total expenses incurred.

Pricing formulae : for publications, it is calculated on the basis of the cost of printing divided by the number of copies. The cost of printing includes the number of copies, materials, labor and overhead costs but excludes the cost of writing the reports as well as of collecting of the relevant data.

Any other relevant pricing issue: Adjustments in prices are effected about every 2-3 years based on the increase in cost of production of publications and services.

CZECH REPUBLIC

Situation as of April 1996

1. Costing

The Czech Statistical Office is a body of the state administration of the Czech Republic. Its activities including those of territorial statistical bodies within CSO's competence and of its subsidiary organization - The Public Opinion Research Institute - are funded from the state budget.

Annual budgetary expenditures are limited and generated incomes are part of the state budget revenues. Any use of incomes above the planned level of budgetary expenditures is a subject to approval by the ministry of finance.

A considerable amount of budgetary expenditure is constituted by personnel costs and incurred expenses (contribution to health insurance and social security schemes). Resources are spent on running costs (both operation and maintenance of the office), consumption of the material and spare parts for computers and copiers, travel costs and costs resulting from professional activities of the office (contracts for programming and automated data processing, printing of statistical publications, services linked to statistical surveying) which cannot be carried out by own staff and have to be provided outside the office.

In addition to the main activity, no economic activity is carried out within the competence of the office. Part of products, however, are sold, mostly through the Information Service established for this purpose. These products include extracts of data from the register of organizations, sales of publications (Standard Classification of Production), statistical journals and data as requested by clients. The prices are fixed to cover overhead costs. Other incomes include revenues from assigning registration numbers to organizations, from rental of premises and from research work ordered by clients.

The budgetary incomes and expenditures are split according to the organizational structure, branch structure and economic types of incomes and expenditures. This makes it possible to keep the track of costs in relation to individual organizational units, and individual types of expenditures broken down in detail. This information is used for the assessment of the financial performance of the office, determination of prices for individual products and identification of the overall financial needs of the office for both the current year and medium-term planning.

2. Pricing

Products subject to pricing : Prices are determined for all statistical information, services and products including publications and information on technical carriers (diskettes, tapes). Prices are calculated to cover the costs of presenting the information to users. The pricing of standard statistical information and information services differs according to the kind of supplied information. The price of standard statistical information in the form of publication is based on its size. The final price amounts, as a rule, to the material costs of its production. The non-standard statistical information tailored to users' special requirements is priced according to the time spent by experts and computer time necessary to compile the task. The prices of some data bases (e.g. the results of the Population and Housing Census) are derived from the scope of information provided for the user, i.e. the number of information records contained in the data file.

All statistical publications are sold to all customers at prices determined as above. An exception are results of statistical surveys supplied, in accordance with the relevant regulations of the Statistics Act, free of charge to the following users:

- * the President of the Czech Republic, to the Parliament, the Government, the Supreme Control Office and central institutions of the Czech republic (certain number of copies); regional statistical offices supply local authorities of the state administration with statistical information free of charge;
- * to all media, primarily the Czech Press Agency, in order to disseminate and promote results of statistical surveys;
- * universities and colleges as well as other learning institutions in a scope needed for their teaching purposes.

Certain libraries, designated by the law, also receive certain number of copies free of charge. Additional publications are supplied to foreign libraries in international exchange.

Products excluded from pricing : Excluded from pricing are costs related to data collection and processing covered by the state budget.

In addition to statistical publications mentioned above, the ministries and other central government institutions with decision-making authority are supplied with the results of statistical surveys.

which are necessary for their activities and not published elsewhere, free of charge. Statistical information, indispensable in fulfilling international agreements and commitments is also provided free of charge.

The routine inquiries coming from general public is supplied free of charge by phone or on personal visit to the CSO office.

General principles for pricing : Apart from the above pricing principles, a decisive criterion is the purpose of using the received statistical information, i.e. whether it is used exclusively by the user or he disseminates this information on a commercial basis. In such instances the price is appropriately higher.

Pricing formulae : The price of statistical information is fixed to cover the costs of its presentation and distribution to users in the form of publication or technical carriers, and the cost of the time spent by statisticians to prepare a non-standard statistical information.

DENMARK

Situation as of April 1996

1. Costing

Products subject to costing : Statistics Denmark is divided into a certain number of entities of either a statistical or functional nature. They are further divided into "activities". It is at the level of the "activities" that the costs are calculated. In general, an activity corresponds to a "field of responsibility".

Structure of the budget : The budget is determined by projection from one year to the next, taking into account the distribution of staff by age and category, increases in remuneration and forecasts of expenditure on materials and supplies.

Determination of costs : All "activities" are subject to an annual calculation of costs. The determination of these costs is based on reports from all the staff indicating the time devoted to each activity (including time spent at meetings, in training, etc.), and the time for data-processing. Operating costs are calculated on the basis of the average use of resources, and are included in the costing of individual projects as overhead costs.

Use of costing information : The information on costs is used for continuous adjustment of the resources available to the task which is to be carried out. It also serves for the determination of the prices of the services rendered.

2. Pricing

Products subject to pricing : In general, all services rendered are subject to pricing : publication (paper, diskettes, etc.), access to data-banks, replies to requests for information requiring a certain amount of research, teaching, specially commissioned surveys and other work, supply of information on business units and special processing of existing data.

Products excluded from pricing : Requests for information requiring less than 15 minutes research are excluded from pricing. A few government institutions receive the publications free of charge.

General principles for pricing : Prices are determined on the basis of the established costs for each "activity". Development costs are included in overheads.

Pricing formulae (by type of product) : The price charged for publications is determined on the basis of the number of pages and the price per page corresponds to the market price for similar publications.

* Data-banks : All costs are covered by sales revenues. Data intended for resale by the clients are subject to a levy based on the anticipated profit.

* Information retrieval and documentation : Certain allowance is made for the time spent on this plus overheads and possibly expenditure on materials (photocopying, for example).

* Processing of existing data on request : In determining the price, account is taken of the time spent by different category of staff, the information processing costs and overhead costs. In some cases, the determination of prices is made on the basis of the market conditions for each product area and the allowance made for strategic customers. The type of task can also have a bearing on pricing.

Other relevant pricing issues : Statistics Denmark makes an effort to obtain "reasonable" resources from its products (about 30 per cent of its budget). For a few years now it has been engaged in a marketing activities. It has at its disposal a "bank of customers" enabling it to distribute statistical products more usefully when they are issued.

ESTONIA

Situation as of 1 March 1996

1. Costing

The expenditures of the State Statistical Office and its regional bureaus are covered from the state budget. The State Order (Statistical Programme) is an order by the Estonian Government, and it determines surveys, researches, enumerations, questionnaires and accounting that are financed from the State budget. The overall budget expenditures for statistical purposes are authorized by the Parliament of Estonia, on the basis of approbation by the Government.

Structure of the budget : The elements of the budget are:

- * costs for personnel (salaries, social-security tax, training costs and travel expenses);
- * management (economic) expenditures;
- * statistical works (orders), financed from the state budget and requested by the SO for implementation in other institutions.

2. Pricing

Publications of the Statistical Office are distributed free of charge to the President of Estonia, to the prime Minister, to all ministries, to the Parliament and other Government's institutions.

The OECD, UN/ECE, UNSD, the IMF, ILO, EUROSTAT, EFTA and the World Bank also receive publications free of charge.

The State Statistical Office does not receive a profit. The prices of publications and services are calculated by actual production costs (excl. wages and salaries and general expenditures).

FINLAND

Situation as of March 1995

1. Costing

Products subject to costing: At Statistics Finland all activities are allocated to products. The products are classified as following:

1. products financed by budget appropriations;
2. own-account activities used in production and,
3. products made for commercial purposes.

A typical product belonging to the first category is for example, a datafile of a certain statistics or a development project.

Products belonging to the second category are various products of EDP-use, staff administration, janitor services, training, sales services etc.

Products in the third category are sold on a commission basis or are ready-made products.

Costs are allocated to products directly or indirectly by using accounting data, internal invoicing (EDP-use) or various indicators of quantities used. The data of the direct costs are available monthly and those of indirect costs annually (overhead costs).

Structure of the budget : Statistics Finland has three sources of revenues:

1. State budget;
2. Other units of central government from their budgets (joint-venture-basis, not on sales basis) and,
3. Sales of goods and services.

The funds in the State Budget are a lump sum "transferable appropriation for running costs" and it covers about 80 % of Statistics Finland's total costs.

The second source of revenues available are special projects where the partners, including Statistics Finland, have joint interest to develop a new statistical information system or a pilot study. Normally, the share of this revenue in covering of Statistics Finland's total costs is less than 5 percent.

The third source of income is sale of statistical information and services. In the State Budget, the sales activity (commercial field) has a "net budgeting"-status expressed in numbers called "Net Result". Net Result should be positive and calculated as "revenue" minus "expenditure". The turnover covers about 15 percent of Statistics Finland's total costs.

Determination of costs: Statistics Finland applies a principle of costs prices. The items in costs calculations are as follows: labour costs including employer's contributions to social security schemes, value of purchased materials and services (excluding overhead costs), own-account services used in production, imputed items (e.g. estimated office rents also in government owned buildings), depreciations and overhead costs (e.g. telephone, normal office materials, general administration).

Use of costing information: Costing information is used in internal planning routines, in the plans and proposals of the budget and long term planning estimates submitted to the Government annually. Information is also used to calculate productivity estimates, to set prices for internal services and compare these with market prices, to evaluate the outcome of changes in processing procedures. In the commercial field the most important use is in profitability calculations and the background information in price negotiations.

2. Pricing

Products subject to pricing: In principle nearly all services are subject to pricing.

The main groups of products are:

- Publications and magazines;
- Various standardized products of statistical information ;
- Special Analysis tailored to the customer's needs;
- Services of the Interview Division;
- Statistical services on a "turn-key"-basis;
- Photocopies;
- Consulting services on statistical methods;
- EDP-services;
- Database-services;
- Training courses, and
- Agency activity.

Products excluded from pricing: The main services provided free of charge are copies of death certificates requested by close relatives, domestic book loans from the library, small inquiries made by customers and reports to the international organizations to meet Finland's international obligations. The latter mentioned includes the costs of processing incoming data materials to checked data files and preparing manuscripts for publications and short bulletins for the mass media.

General principles for pricing: Statistics Finland applies the principle of market prices. The prices are

established by Statistics Finland itself. Most of the prices are list prices. The rest are a result of price negotiations with customers.

In principle the price of a product should cover the direct extra costs after the processing costs of data files and in the case of publications the extra costs after manuscripts. However, the "Net Result" is calculated for the whole commercial activity and therefore the profit per product may vary.

For publications, magazines, photocopies, database-services, standardized products, EDP-services and training courses the price lists are pre-established.

The prices of special analysis tailored to customer's needs, services of Interview Division, statistical services on a "turn-key"-basis and consultancy fees are determined through price negotiations.

FRANCE

Situation as of June 1992

1. Costing

Structure of the budget : The annual budget of the National Institute for Statistics and Economic Studies (INSEE) traditionally separates personnel expenses (64 per cent of the total) from expenditure for materials. The latter are broken down into computer-related expenditures (including the purchase of material), survey costs (including remuneration of interviewers), running operating costs (rents, electricity, maintenance, travel costs, etc.), telephone charges, printing expenses, etc.

Use of outside services : The Institute is not equipped to carry out large-size printing jobs (questionnaires for surveys, publications, etc.), which must be given over to the "Imprimerie Nationale". Where layout is concerned, INSEE works increasingly with its own resources, using computer-assisted publishing (CAP). INSEE also uses various subcontractors to help in distributing its products: routers, advertising agencies, re-distributors and bookshops networks, data bank servers, etc.

Determination of costs : The initial budget is broken down into four sections: headquarters office (director-general), regional agencies, data processing centers and overseas departments. Costs are systematically calculated for sets of operations in the same domain known as programme. Personnel expenses are calculated according to the average staff in each grade, on a full-time equivalent basis over the year, per section and then per programme. Travel, survey and other expenditures directly imputable to a programme are treated separately. Computer-related expenses, not directly attributed to a particular programme are imputed either to the section that put the material in question into service or to all sections, in proportion to their use of equipment time. Certain expenses, not imputable to a particular work programme, are shared out between the sections, in proportion to personnel expenses. In addition, INSEE periodically carries out a survey of statistical services of the various ministerial departments, which allows at least an approximate assessment of the annual cost of the entire public information system.

Use of costing information : Results of cost calculations are used, on the one hand, to monitor the units' expenditures, and on the other to establish prices for services carried out by INSEE for external clients.

2. Pricing

Products subject to pricing : All products for distribution listed in the INSEE catalogue of products are subject to pricing, whatever medium is used (printed publications, microfilm, files on magnetic tapes and telematics).

Products excluded from pricing : INSEE publications may be consulted free of charge at the headquarters library, in the Regional Economic Offices (Observatoires Economiques Régionaux) as well as in various "documentation centers" (university libraries, chambers of commerce and industry, municipal libraries, etc.). Regional offices do not charge any fee for individual requests for public information, provided that relevant research remains within reasonable limits and does not require data processing. Finally, information regarding available statistical products are generally free of charge since they are considered to be promotional products.

General principles for pricing : In setting the prices of its products for distribution, INSEE never includes any acquisition or statistical processing costs, which are considered as already having been paid for by tax payers. Only costs related to the preparation of the results of an Institute survey in a suitable form for their dissemination and other work carried by the Institute are taken into account. Such costs may be direct (preparation for distribution, recording on magnetic tapes, file organization, composition and printing, distribution and marketing) or indirect costs, which in fact correspond to general distribution overheads (maintenance of the INSEE's distribution system).

Pricing formulae :

* Publications : Prices of publications take into account external costs of typesetting and printing. Promotional costs are sometimes added. The rate is adjusted to the number of pages within each of the major sub-set of publications.

* Transfer of files or extracts from files : INSEE does not sell its files or data exploitation as such, but offers a right of use. The right to use data is decomposed into a right of access (determined by the size of the file, the type of data, their geographical level and the probable "useful lifetime" of the information) and the cost of making such information available (cost of establishing and maintaining the file, of work carried out, computer costs and costs of the medium used). The

supply of data for commercial use is subjected to a formal legal agreement, with a supplementary fee for right of access. The access fee varies depending on the nature of the data. This increased fee for commercial utilization is expected to be replaced by a new - "redistribution" fee. It will be determined according to the volume of data redistributed and the frequency of redistribution.

* Other work commissioned : Prices are determined by taking into account the time spent by staff in carrying out the work commissioned (the annually updated scale takes into account the various types of staff concerned), and all material costs incurred in producing the requested service (computer time, survey work, cost of the medium used, etc.) to which management cost is added. A prior estimate is established and submitted to the client for approval before work is started on the order.

* Supply of lists of names : A special fee is established for supply of lists of enterprises and establishments. It is composed of a fixed amount (minimum take-on fee), and a price per address supplied. Users are charged different rates for this service depending on the type of use of the address (final or commercial).

* Data-banks : Data from INSEE data banks are distributed outside the Institute by means of servers. The public may directly consult these banks only via these servers. However, it may acquire information from data banks through Regional Offices, in which case the consultation price is based on the time spent on data search. The servers pay INSEE a fee based on the volume of redistribution or on their turnover.

* Telematic systems : currently INSEE has two VIDEOTEXT systems :

- a distribution service of recent indexes and data as well as information regarding the catalogue of products and services ensured by INSEE at the national and regional levels. This service for the public is priced at the low level of the MINTEL price;

- a service for identification of establishments and companies based on the SIRENE register. This service is restricted to professional use. The hourly rate is about double that of the preceding service.

* Microfilms : Some information, whether that of publications or statistical tables, is distributed on microfilm medium. Pricing depends on the cost of the medium.

Attribution of income from sales : Receipts from works carried out for other administrations are entirely attributed to INSEE's budget. Receipts from works carried out for semi-public organizations or

for the private sector are subject to a 10 per cent levy by the State. The remaining 90 per cent are shared out among the various expense headings, according to a pre-established rule. In 1989, INSEE receipts amounted to 6.5 per cent of its resources and were broken down as follows:

- dissemination : 3.07 per cent, namely: publications 1.04 per cent (periodicals 0.64 per cent, reports 0.40 per cent); other products 2.03 per cent (establishment files 1.55 per cent, data processing services and sale of magnetic carriers 0.48 per cent);

- other work commissioned (surveys, etc.) 3.43 per cent.

3. Marketing

Contacts with the media : They are organized by INSEE's press office and take on several forms:

- telephone contacts regarding requests for information;
- mailing the schedule of publications to journalists;
- mailing the summaries of the "Economy and Statistics" magazine to a large number of journalists;
- regular mailing of certain documents ("Express Information" and "INSEE Première", in particular);
- organization of press conferences in exceptional cases (business cycle notes, initial results of the population census, etc.).

All these services are free of charge. The general census of the population is traditionally preceded by a large-scale promotional campaign through the media.

INSEE distribution network : The products of INSEE are mainly distributed through the channel of Regional Economic Offices. Moreover, INSEE has two VIDEOTEXT systems.

Connections with existing communication networks:

Access to data banks is made via external servers. INSEE works are available in several hundred specialized bookshops affiliated with the "Cercle Commercial du Livre Spécialisé".

GERMANY

Situation as of January 1995

1. Costing

Products subject to costing : Systematic calculations are not carried out except in some very special cases:

- when collection and processing of information is determined by a federal law or approved by the Lands concerned;
- when processing administrative information;
- when federal authorities are advised about research and if such research assignments are carried out.

Calculations of cost are not made for individual statistics except in particular cases (for example, if the federal ministries demand the establishment or amendment of the legal foundations of individual statistics).

Structure of the budget : The budget of the Office comprises over 3,000 headings arranged in the following groups:

- staff expenditure;
- expenditure on materials (including data processing);
- allotments and grants;
- investments (including investments in data processing);
- receipts.

In addition, every Land has its own statistical service with its own budget.

Determination of costs : Costs are essentially determined for statistical products such as statistical data in printed publications, on magnetic tapes, diskettes, microfilms, etc. The expenditure incurred by services contracted out by statistical office are mainly related to printing and marketing of publications.

The costs are estimated by separating first the costs of manual processing from the costs of machine processing. Within each of these two categories a distinction is made between staff costs and costs for equipment and supplies. Staff costs are determined on the basis of the collective wage agreement and amended if there is any modification of that agreement. Furthermore, overhead costs may be added, depending on the type of client concerned. Costs for materials and supplies include, *inter alia*, stationery, office supplies, costs of printing questionnaires and publications, postage costs and telephone and telex charges. The costs of machine processing include, in particular, the costs of

programming, data acquisition and data processing.

Use of costing information : The information is used, in particular, for the calculation of the costs of new surveys or changes made in existing surveys. It also provides the basis for the budget discussions so far as the Federal Office and the Land statistical offices are concerned.

2. Pricing

Products subject to pricing : Almost all products (publications, maps, classifications, files, methodological notes, numerical data on diskettes, etc.) are subject to pricing.

Products excluded from pricing : Information about the information is excluded, i.e. information on the Office's tasks and programmes, information about federal statistics and information brochures about selected spheres of statistics.

General principles for pricing : The general principle is cost-of-service. As far as publications are concerned, the principle is that the Office should recover their entire costs, though this cannot be done in each case. The proceeds from sales should balance out the costs of printing and typesetting, advertizing and marketing.

Pricing formulae : The formulae used differ from one type of publication to another. So far as sectoral statistics, summary brochures, files and other methodological materials are concerned, the rule is to sell at cost price, taking into account the expenditure incurred. Prices of periodical publications are adapted annually to the index of retail prices for books, newspapers and magazines as published by the Office. Usual market prices are established for cross-section publications which provide results from various statistics in subject-related form, since these publications are sold in bookshops and are subject to competition. This same rule applies to information supplied on diskettes.

GREECE

Situation as of February 1996

1. Costing

The National Statistical Service of Greece does not follow up the cost elements of statistical products, since the spirit of the legislation in force, as regards its running, is the supply of timely and reliable statistical information.

All the expenses of the Statistical Service are covered by the national budget and the receipts from the sales of statistical products and services are public revenue.

2. Pricing

Products subject to pricing : are the statistical publications, maps, computer tables, disks and magnetic tapes.

Products excluded from pricing : are the price-lists and the information bulletins.

General principles for pricing : The pricing of statistical products has a symbolic character and aims at the promotion of the Statistical Service's work given its mission. Therefore, the sales prices of publications are not based on a precise estimate of the individual cost elements, but are determined, on the one hand on the basis of the number of pages per item and on the other hand with the intention of keeping them at a reasonable level for those interested. Pricing of other statistical products: (computer tables, disks, and magnetic tapes) is based on the same idea.

HUNGARY

Situation as of April 1996

1. Costing

Products subject to costing : Cost calculation according to types of activities has been introduced by the CSO for all of its activities from the 1 January 1994. (Examples of activities: data collection, data supply, data processing, publishing and distribution of publications, special commissions).

Structure of the budget : The budget of the CSO constitutes a separate section of the State budget. The structure of the CSO's budget consists of the following principal headings:

Expenditures :

- personnel and ancillary costs (wages, bonuses, social welfare);
- expenditures on materials and supplies;
- expenditure on services related to maintenance;
- investment costs, i.e. acquisition and renewal of accessories and immaterial goods;
- overhead costs and maintenance;
- turnover tax for products and services purchased.

Revenues :

- operational costs (as allocated in the budget);
- sales revenues;
- operational revenues reimbursed;
- sales turnover.

Determination of costs : A system of task code numbers has been introduced in order to extend calculation to the whole sphere of activities. Direct costs are accounted according to the code numbers mentioned. General expenses are added to this proportionally to the direct costs.

For each contractual activity a budget will be made beyond the determination of actual costs. Contract can be entered only then if the sales price established according to the budget contains 10 per cent benefit after the deduction of the value added tax.

Use of costing information : Calculation of costs of new tasks is based on the aforementioned experiences planning these new tasks by a comparative method. The calculation system is improved this way as well.

The aim of the introduction of the system is a long-range reduction of costs.

2. Pricing

There are no special regulations concerning the pricing of statistical products and services. The only rule is to respect market principles. Receipts must appear separately in the accounts as well as the corresponding value-added tax. On the other hand the Office must pay the turnover tax.

IRELAND

Situation as of March 1995

1. Costing

Products subject to costing : Statistical products are not systematically costed at present.

Structure of the budget : The budget of the CSO is fully funded by the Government. Commercial and other receipts accrue directly to the Minister for Finance and cannot be used for operational purposes under existing fiscal regulations.

2. Pricing

Products subject to pricing : The following products are subject to pricing:

- Statistical Releases and publications;
- Data bank diskettes and tapes;
- External trade statistics;
- Custom-designed analysis;
- Small area statistics relating to population and agriculture.

Products excluded from pricing : The following products are not subject to pricing :

- Information on information (CSO Guide to Publications and Information Services);
- Custom-designed analysis provided to Government departments;
- Basic information provided in response to phone inquiries and personal visits.

General principles for pricing : Prices are based on what the market can bear, together with pricing guidelines set by the Government Publications Sales Office.

All Statistical Releases and Publications are provided free to media, Government departments, other national statistical services and international statistical organizations. Analysis on request from Government departments are carried out free of charge. Statistical Releases are also on request provided free to respondents to the relevant statistical inquiries and they are offered discounts on charges for statistical products relating to other inquiries. Free complimentary supply is otherwise provided on a very restricted basis.

Pricing formulae : Sales prices are in principle set in relation to the market situation. Tailored products and special analyses are charged taking salary and overheads into account.

ISRAEL

Situation as of March 1993

1. Costing

Products subject to costing: CBS has a system for budgeting, costing, current reporting, budgetary control and checking of the progress in the execution of projects. This system operates for all current and cyclical basic statistical projects as well as for all commissioned projects.

The majority of operations are carried out within the Bureau's units and are subject to costing. The Bureau uses only a few outside services, mainly for censuses and large surveys (printing of questionnaires and forms on a large scale, special cartographic services, special consultancy work, etc.). About half of publications are distributed directly by the Bureau and the rest by a special governmental unit (at the fee of 40 per cent of the price of publication).

Determination of costs: Labor costs are calculated on the basis of the working time invested in each project (as reported monthly by each worker), multiplied by the wage tariff for each grade. Wage tariffs are up-dated annually and adjusted almost monthly. They include the average cost for each grade and expenditure (wages and fringe benefits, such as employers' tax, national insurance, health insurance, etc.), which is related to actual working days. Costs of products and services purchased outside the Bureau are recorded according to the actual expenses.

All elements of direct cost which can be related to a defined project are recorded in maximum detail in the cost accounting, according to the type of expenditure (wages, computer use, printing, typing, stationery, travel, contract labor, etc.), according to project and to the units participating in its execution. In addition, there are indirect costs of the units involved in the project and general costs of the Bureau.

Structure of the budget: The budget of the CBS is financed from the following sources:

- * from the central national budget for the execution of activities defined as basic statistics, partly current and partly cyclical projects (71 per cent in 1991);
- * from Government departments and other public bodies for execution of activities which they commission (26 per cent); and,
- * from sale of publications and data files (3 per cent).

The Annual Budget Law, which is approved by the Parliament, distinguishes between current statistics and the cyclical projects. Expenditure is presented by type - in 1991 budget about 2/3 were labor costs; various types of purchase of goods and services, operation and maintenance (mainly housing) were 16 per cent, computer equipment, software and maintenance 6 per cent, printing and binding 1.8 per cent and materials 1.6 per cent.

The budgets for commissioned projects are coordinated with the commissioning bodies, including estimates of direct expenditure and overheads in the executing units. 20 per cent are added for the Bureau's general costs (directorate, administration, housing, training, etc.).

Use of information on costs: The cost accounting system supplies detailed monthly reports on the types of direct expenditure according to projects and units; reports on total indirect expenditure by type: administration, training, library, archives, maintenance, stores management, distribution costs, etc.; up-to-date reports on the financial obligations of each commissioning body, as well as on the amount of time invested in each project and Bureau unit, etc.

Cost summaries make it possible to estimate the cost of surveys, special processing, etc., for bodies which commission projects, as well as follow-up and internal accounting between the bureau's units which participate in projects. Comparison of the actual costs with budgets data reveal possible deviations from the unit or project budget.

Comparison of inputs in recurrent projects in different years may provide some indication of work efficiency in different periods. The costing system has its limitations in measuring output quantitatively and does not reflect qualitative changes at all.

2. Pricing

The Bureau's task to collect, process and disseminate statistical information is mostly financed directly or indirectly by the public. Therefore, much statistical information is distributed free of charge by the media and by other means.

Products subject to pricing: The main service which the Bureau sells is the execution of surveys of general public interest which are commissioned by various public bodies. The price of a survey is initially determined either according to the actual final cost or according to an agreed estimated cost,

based on the cost of a survey of the same subject or of a similar one performed in the past, considering all the changes.

The revenue from the sale of the publications is intended to cover only the publishing and distribution expenses as well as overheads, but not the costs of the production of the published data. Their prices are intended to cover the costs of the entire system of publications of the Bureau, except the Statistical Abstract. The price of publications, except periodicals, is set according to the number of pages. For special tabulations, a fixed minimal basic sum is charged, but not less than the actual cost of their execution.

Files of unidentifiable individual data as well as aggregate data files from surveys and censuses are also sold at a fixed amount (\$ 2,500) per file which includes data for one period (survey year or quarter-year). If the preparation of the file requires special planning or processing, the costs of which exceed 25 per cent of the overall amount, the additional sum is added.

Products excluded from pricing: Copies of publications are also distributed free of charge, according to some criteria:

- * according to regulations - to ministers, members of Parliament, senior governmental officials, the State Archives and the National Library;
- * internal exchange of publications - with the Central Bank, National Insurance Institute, etc. and abroad - with statistical offices of the UN and its subsidiary bodies, and with national statistical offices;
- * all statistical publications are sent free of charge to the UN Library and the US Library of Congress;
- * whoever commissions the survey and intends to distribute its published results to interested parties may receive copies free of charge.

The Bureau provides the public with an automatic recorded service, which supplies information on monthly price indices. The Bureau's regional offices and its units supply much information free of charge, even if some work is required for calculations, clarifications, etc.

General principles for pricing: The price of the product is intended to cover only the marginal cost of its production, delivery to the user and storage, since the basic costs of data collection and processing are generally covered by the budget. In recent years, there is a tendency to increase receipts by selling products for which there is a special demand.

Most publications, except the Statistical Abstract and the monthlies, are printed in small quantities (200-250 copies), because of the restricted market.

Consequently, the fixed cost components of each publication are charged to a small number of production units, which raises the unit price and in some cases renders their sale difficult. Moreover, as mentioned, some publications are distributed free of charge to those commissioning projects, which again diminishes sales.

Prices of publications are generally updated once a year, considering the rise of prices in the publishing sector.

In principle, it is difficult to set prices of data files. However, prices are intended to cover the costs of their production and costs of storing the series in the data bank. The price of a data file from censuses or central surveys also takes into account the number of copies which are expected to be sold. The payment provides the customer only with the right of personal use of the file and not to sell it commercially.

A customer who financed a survey or contributed at least 25 per cent to its financing, is entitled to receive a file of the survey results and/or to order special processing of survey data by paying only the marginal costs.

Marketing: In order to encourage use of the Bureau's data, the CBS grants a 30 per cent discount on the price of files supplied to the universities' data banks for use of students and researchers. Rebate is also given on the files supplied to the data bank of the Central Bank. According to regulations, government ministries are entitled to a 20 per cent rebate on the prices of the Bureau's publications. Annual subscribers get a 10 per cent rebate on the nominal price of the periodicals and are exempt from postage.

Despite the limitations of the relatively small market, efforts are made to expand the number of potential customers for the CBS products, so as to increase income. This is done by sales promotion, by wide distribution of information on data available, advertisement in the press, press conferences, a catalogue of publications, etc.

The data bank is being enlarged constantly, as well as the means to exploit its available data. However, this source is not expected to enhance the Bureau's income significantly.

ITALY

Situation as of February 1995

1. Costing

Structure of the budget: The budget of the National Statistical Institute (ISTAT) is broken down by "Responsible Centers" and "objectives". A certain number of objectives and resources considered necessary are annually allocated to the various responsible centers. A distinction is made between resources directly connected with the product, the ancillary resources needed for producing it and general resources. The combination of these three types of resources, ranging from the general to the particular, with the help of appropriate parameters, makes it possible to determine the cost of each objective. Finally, this amounts to a global cost per objective which includes direct costs (proportionate to the volume of production) and auxiliary costs.

Use of costing information: This information permits a detailed analysis of statistical production costs, and in particular the cost of surveys. It also makes possible an analysis of the efficiency of the structures responsible for the production of statistics within budgetary limits.

2. Pricing

Products subject to pricing: In general, all the products (publications in any form - printed, on diskettes etc.; utilization of data banks; work on request; and work relating to verification of certain figures with a view to special uses envisaged by Parliament) are subject to pricing.

Products excluded from pricing: A certain number of small brochures ("The regions in figures", "Introducing Italy") are distributed free of charge, mainly in the schools. Publications can be consulted at the Distribution Center or at the Library of the Central or Regional Seats of ISTAT. The policy of the Office is that such public "access points" for free consultations should become more numerous throughout Italy. Booklets providing information on information are also available free of charge. Finally, replies to written or telephone requests are given free provided they do not involve excessive expenditure.

General principles for pricing: The principle is to charge the marginal cost, i.e. not to include expenditure on collecting and primary processing of information which is considered as having already been paid for by the taxpayers. Only indirect costs and supplementary direct costs - generally connected with printing, costs of

materials, dissemination and marketing, are charged for.

Pricing formulae (by type of product):

- * Publications - the costs of typesetting and printing are taken into account. The price of each publication vary according to the number of pages.
- * Work on request - price is determined taking into account the expenditure on staff (cost per hour), use of equipment (data processing), and some materials. In addition, 30 per cent is added to this amount for overhead costs and costs of distribution. Government departments, universities and other public institutions are exempted from this 30 per cent.
- * Foreign trade statistics - charges are per page of data with a decreasing tariff.
- * Data bank - ISTAT data are disseminated in three ways:
 - through direct access for public administration and government bodies in return for an annual fee, with a discount of 10 per cent for universities and research institutes;
 - through "HOSTS" for redistribution to individuals, in return for a single payment for access to existing data and an annual subscription fee for the monthly updating of data,
 - through "Distribution Centers" of the Central and Regional Seats of the ISTAT directly to the public, for a fee based on the number of pages tabulated.
- * Access through telecommunications (VIDEOTEL system) - ISTAT disseminates by VIDEOTEL regularly updated series of the main demographic, social and economic data. Access fees for this service are established by the company that operates the system.
- * Verifications - ISTAT provides "verification" for price indices and other variables requested for specific legal utilization on a cost recovery price.

3. Marketing

Relations with the media: The press bureau of ISTAT carries out the necessary telephone contacts for providing information, transmits about 120 Press Releases per year, distributes the main

publications and organizes press conferences. These services are provided free of charge. When major censuses are taken (population, industry, agriculture), important communication campaigns are promoted through all media.

Dissemination network : ISTAT products are distributed through the Central Office's dissemination centers and its Regional seats. The publications are also available in a few specialized bookshops. The data banks are also accessible through regional chambers of commerce.

LATVIA

Situation as of March 1996

1. Costing

Products subject to costing : By subject-matter area

- statistical information
- publications
- selected external services

In practice, the Central Statistical Bureau of Latvia along with its subordinate institutions performs most of the operations in collection, processing and dissemination of the statistical information under the State programme on statistical information developed by the government. External services by other organisations are used only occasionally (e.g. for the layout and design of publications, etc).

Structure of the budget: The expenditures of the CSB are funded from the state budget, and the CSB budget represents a part of the Ministry of Economics budget. The CSB budget consists of two parts:

- budget of the central body,
- budget of the regional statistical offices.

Receipts from dissemination of the statistical publications, library and other information services are accumulated in a special extra-budgetary fund.

Determination of costs: The summarised cost estimate is made up of the following components:

- salaries for the staff,
- social security tax,
- travel expenses
- services (postal and communications, maintenance costs of the office buildings and equipment, communal services, purchase of materials and energy, etc) including payments to the Main Computer Centre for processing of the statistical information on the contractual basis.

Use of costing information: Information on costs is summarised and used for internal planning every month. Annually, this information is used in preparing the budget proposals. Regular control and analysis of costs prevent discrepancies that emerge in the course of data processing between the amount of work performed and the available funds. In such occasions, special targeted financing from the state budget may be provided to the CSB.

A model of cost estimate is currently under discussion. It will eventually help in evaluation and comparison of the efficiency of individual statistical

projects and will ensure a more rational distribution of the financial resources.

2. Pricing

Products subject to pricing: Statistical information compiled and processed jointly by the CSB and the Main Computer Centre is currently being published and disseminated in the form of data series, bulletins, data files on diskettes, etc.

Products excluded from pricing: Certain institutions are provided with copies of statistical publications free of charge. The Parliament, the Government, the national statistical offices of other countries and international statistical organisations are among these institutions. These costs are financed from the state budget.

General principles for pricing : The prices of statistical products are established by the CSB itself. Most of the prices are list prices, the rest are a result of price negotiations for each particular order.

The price of a product should in principle cover the additional direct costs after the processing costs are incurred. The prices of statistical publications depend on the costs of total edition.

LITHUANIA

Situation as of April 1995

1. Costing

The expenditures of the Lithuanian Department of Statistics, its regional offices and offices in the cities are covered from the state budget. The overall budget expenditures for statistical purposes are authorized by the Seimas, on the basis of approbation by the Government.

The Information Publishing Centre started its activities in 1989. The main task of the Centre is to publish statistical yearbooks, compendiums, bulletins and other statistical products and distribute them to Ministries, public authorities, institutions and organizations. The Centre derives its income from the sales of publications such as: Lithuania's Statistical Yearbook, regular and special publications on economic and social development, performance of certain industries, commercial activity, consumption, etc. The costing of products includes costs of staff, computer time, costs of editorial work, printing and other materials, as well as all other costs except for the cost of data collection and processing which are financed from the state budget under the statistical work programme.

2. Pricing

The general rule for pricing of statistical products is to cover the full cost of production (except the costs of data collection and processing). The Information Publishing Centre sells statistical publications to institutions, organizations and individuals at established prices. However, the income does not completely cover the total publishing costs, and the Department of Statistics partly covers these expenditures by allocation of funds from the budget. A limited number of copies is distributed free of charge to the Standing Committees of the Seimas, members of the Government, ministries, and international organizations. National statistical agencies of foreign countries also receive copies of the publications free of charge under bilateral agreements.

The demand of foreign business, research institutions and individual clients for statistics on Lithuania is increasing. Therefore, the Department has started to compile statistical information tailored to the needs of its clients. This information is priced according to the general principles mentioned above, unless preparation of this information does not involve additional data collection. So far, the Department has not carried

out any statistical survey under commercial agreement.

LUXEMBOURG

Situation as of April 1996

1. Costing

Products subject to costing : All printed statistical products of the Statec except the catalogue of publications and "Luxembourg in numbers" are subject to costing.

Structure of the budget : The budget of the Statec has several main headings:

- costs of personnel (salaries, travel and other payments);
- running costs of the office;
- acquisition, renting and maintenance of building and the equipment (hardware and software);
- publishing costs;
- periodical and special activities;

2. Pricing

Products subject to pricing : All products except the two above mentioned.

Products excluded from pricing : Reply to inquiries for information as well as limited number of photocopies are offered free of charge.

Free of charge publications are distributed to:

- Luxembourg public service (ministerial departments, general public service and municipalities);
- to the members of the press;
- to schools;
- foreign embassies accredited in Luxembourg
- members of the Chamber of deputies;
- to other institutions having the exchange of publications arrangement with the Statec.

Extra copies of publications are supplied against the payment with the 30 per cent discount. The same discount is offered to:

- student and professors of economics in Luxembourg;
- professional organisations in the country;
- participants in Statec surveys.

General principles for pricing : Data supplied on diskettes are priced. Statec offers certain discount for diskettes and an amount per kilo-byte. If the request for information requires additional research time or use of data files, the office also charges certain amount per hour of extra work.

Pricing formulae (by type of product) : Selling price of printed publications is calculated by dividing the

costs of production (conceptual preparation, layout, printing and proof-reading) with the circulation. If necessary, the mailing costs are added.

MALTA

Situation as of March 1993

1. Costing

The work and activities of the Central Office of Statistics are entirely financed from the annual National Budget. The Vote of Expenditure, which is broken down by standard item, provides for personal emoluments, operational and maintenance expenses, programmes and initiatives and special expenditure.

Electronic data processing and report generation is done at the Government Computer Center (which also provides E.D.P. service for other Government departments), and the Central Office of Statistics (like those other departments) is not charged for the services. Operations of the Government Computer Service are also financed from the National Budget.

Printing of publications is done at the Government Printing Press. The Central Office of Statistics is only charged for materials but not for work. The operations of the Government Printing Press are also financed from the National Budget. Marketing and dissemination of publications is handled by the Department of Information, a Central Government agency responsible for official information and publications, which is also financed from the National Budget.

Statistical information and services, excluding publications, are distributed by the Central Office of Statistics free of charge. Such services include statistical inquiries, special analysis and computer access. COS publications are also distributed free of charge to members of the Government, members of Parliament, Ministries, Heads of departments and different government bodies, Maltese embassies and foreign diplomatic representatives in Malta, some international institutions and organizations and, on a reciprocal basis, to foreign statistical offices. Otherwise, the COS's publications are sold through Department of Information or distributed to subscribers.

Income derived from the sale of statistical publications is credited by Department of Information to a revenue account in the National Budget.

2. Pricing

The relationship between the costing of the operations and pricing of the COS services and products (publications) has not been established, since the prices of publications are determined by the Government

Printing Press without reference to COS. Plans to renovate the whole methodology of pricing and costing of statistical services have been initiated. The intention is to establish a thorough costing and pricing exercise and to enable the Central Office of Statistics not only to produce but also to market and distribute its products and services at prices which will cover their costs.

NETHERLANDS

Situation as of January 1994

1. Costing

Products subject to costing : By subject-matter area :

- a. Statistics
- b. Publications
- c. Record files

Structure of the budget : The work programme of the Netherlands Central Bureau of Statistics is subject to approval by the Central Commission of Statistics. The volume of the programme is constrained by the budget. The budget of the Netherlands Central Bureau of Statistics is incorporated in the budget of the Ministry of Economic Affairs and subject to approval by Parliament. The budget is divided into three budgets: personnel expenditure, revenue and capital expenditure. The budget for personnel expenditure is divided among four directorates. The budget for revenue and capital expenditure is under unified control. Borderlines between the separate budgets are gradually disappearing to make possible more flexible operational procedures.

After authorization by Parliament final authority on expenditure is granted to the Director-General of the Central Bureau of Statistics, with the exception of capital expenditure over Dfl. 100,000 in which case authorization is needed from the Ministry of Finance.

Determination of costs :

Volume in man-hours x tariff, incorporating the following components:

- labour costs
- interviewers (fixed rate per interview)
- expense allowances for personnel and interviewers
- staff training
- other personnel expenses
- travel and hotel expenses
- postage
- office expenses
- depreciation (index-based revaluation)
- interest (on face value, excl. land)
- material consumption
- overheads of Ministry of Economic Affairs.

Salary administration and legal assistance are included in overhead costs of the Ministry of Economic Affairs. Maintenance work, security services and temporary-staff agencies are contracted by tender.

Some information is bought from other agencies on a contract basis, e.g. cadastral register, municipal population registers, chambers of commerce etc.

Use of costing information : Costing information is used to monitor and adjust budgets, prepare new budgets, and for pricing and cost-benefit analysis.

2. Pricing

Products subject to pricing : In general the CBS distinguishes three categories of products, each of which has its own pricing guidelines:

- a. standard products
- b. special requests
- c. microdata on file

Pricing policy for standard products : Standard products are considered to be intentional collective goods, which means that prices should reflect marginal costs. Overall printing, promotion, and distribution costs are to be recovered. Individual prices broadly reflect this principle in that prices depend on number of copies sold.

Pricing formula :

- print:
basic price: uncovered: Dfl. 2.50, covered Dfl. 10.-;
variable part: depending on copies sold, Dfl. 0.50 down to Dfl. 0.07 per page.

- floppy disks:
basic price: Dfl. 10.-;
variable part: Dfl. 15.- per 180 kB.

- photocopies:
basic price: Dfl. 3.50, variable part: Dfl. 0.50 per copy.

- videotex (interactive information retrieval system):
Dfl. 0.37 per minute; this service is in development.

Pricing policy for special requests :

Guiding principle : All extra costs incurred are to be recovered. A proper share in overhead costs is charged. Calculations are made in accordance with precise government instructions.

Pricing formula : Charging essentially depends on human and machine capacity involved. Man-hour fees vary from Dfl. 55.- to Dfl. 200.-. The micro-computer fee is Dfl. 14.- per hour.

Pricing policy for microdata files (research files) :

Guiding principle : The pricing policy is the same as that for special requests, plus a proper share in the costs of data collection. The addition stems from government policy to make the high cost of research more visible for researchers using CBS microdata.

Pricing formula : On top of calculated marginal costs, a co-payment of 3.5 percent of data collection costs is invoiced. The Dutch Foundation for Pure Science is going to pay Dfl.1000000 per annum from 1994 to 1997 to the CBS so that university researchers will have to pay only marginal costs.

Products excluded from pricing : In general, apart from press releases, only replies to telephone calls requesting information and use of the library are free of charge.

Other relevant pricing issues :

Free distribution : Members of committees which assist the CBS in determining its programme receive publications free of charge. Although an overall "respondent policy" has yet to be formulated, regular respondents are generally treated as a special group. They receive reports on aggregates of the information supplied free of charge, either on request or automatically.

Reselling : CBS products are sold under the following copyright statement: "Quotation of source is compulsory. Reproduction is permitted for own or internal use." If electronic products are acquired with the intention of using the information in other products for resale purposes (on-line, CD-ROM), special prices are charged. The basic price amounts to four times the "normal price". On top of this Dfl. 1.20 per 180 KB is charged for each buyer of the (reseller's) product involved.

Decentralization of pricing authority : To make CBS departments more aware of market needs and to make them more flexible in their ways of meeting these needs, the Director-General has granted them the authority to superimpose a margin of 100% on the pricing formula for printed and electronic publications given above.

NORWAY

Situation as of March 1996

1. Costing

Products subject to costing: The costing of statistical products is related to the purpose and the use of the end product

- * statistics covering public demand;
- * statistics made to order, or to meet special and limited demand;

For the first group of products the costs involve:

- * editing tables and graphics to some degree;
- * printing the publications, or preparing diskettes;
- * dissemination.

Costing for the second group of products, also includes all the extra costs related to these products, i.e.:

- * costs attached to the maintenance of statistical data bases;
- * costs involved in editing the data and the production of tables, graphics, etc, including the costs of the personnel;
- * costs for the medium used, printing, and distribution. In some cases, costs for marketing may also be included.

Structure of the budget: Approximately 80 per cent of the activities of Statistics Norway are covered through government grants. The yearly grants from the government are supposed to cover the basic activities, as well as the costs of compiling, controlling, and editing the data to documented files or data bases. Government grants also cover a very restricted free distribution of statistics to Ministries, selected mass media and public libraries. The preparation and dissemination of press releases as well as general information costs are included in the governmental grants.

2. Pricing

Products subject to pricing: The pricing policy depends on the nature of the products:

- * for statistics covering public demand, prices in principle cover marginal costs only for printing and dissemination. To facilitate pricing, some

general calculations are made, resulting in a fixed price per page, varying with circulation;

- * for statistics made to order, or for products meeting special and limited demand, prices cover all extra costs related to this product.

If a product/service is not defined within the field of activity of the Statistics Norway, the price covers all expenses calculated according to the full cost method, including the compilation of information. The prices are also set more in the direction of a market price for an equivalent product/service.

General principles for pricing: The pricing policy is determined on the basis of the balance between the main duties covered by governmental grants, and the need to cover a larger part of the activities through increased income. The following items are taken into consideration when setting the price for a specific product:

- * the degree of usefulness to the public;
- * the effects on the availability to the user group in question
- * total productions costs; and,
- * dissemination and marketing costs;

and to some extent:

- * estimated income through sales;
- * the size of the target group, and its ability to pay;
- * competition and price elasticity.

POLAND

Situation as of April 1993

1. Costing

Products subject to costing : Costing covers the entire programme of statistical inquiries, regardless of the structure and value of information and services. The following products are subject to costing:

- * statistical inquiries - each inquiry is costed taking into account the standardized list of costs and additional costs that may be incurred as the result of specific requests by customers;
- * methodological work - all items are costed;
- * publications - issued in six series (statistical annual yearbooks, studies and works, information and statistical analyses methodological papers and classifications, statistical bulletins and periodicals, and source materials).

Once agreed in terms of the subject matter and scope with the national and provincial government authorities, along with the cost estimates, the annual research programme constitutes a basis for the Central Statistical Office (CSO) request for adequate government funding.

Structure of the budget : The draft budget, first approved by the CSO management, is submitted each year to the Ministry of Finance and then to the Council of Ministers. Following approval by the Government, the budget is submitted to the Parliamentary Commission for Economic Policy, Budget and Finance. A final decision regarding the allotted resources is made by the Polish Parliament in the form of a budget law for each year. Both budgetary expenditures and revenues are classified under the following headings :

- * sections - relating to specific types of activities;
- * chapters - relating to specific groups of organizational units or budgetary tasks;
- * paragraphs - relating to specific sources of revenues and types of budget expenditures.

Determination of costs : Estimate of the costs for each activity include :

- * aggregate costs incurred both by the Main Office and by its subordinate units;
- * costs incurred throughout the process of production of statistical services - from

development of objectives through collection of data to final publication;

- * costs of regular activities and separately for special services rendered.

Direct costs of personnel, materials, training, data processing and publishing services are determined on the basis of information on number of man-hours used, time spent for data processing, number of days used for training, and the amount of published tabulated data. The full costs are then obtained by adding an appropriate amount of overhead cost.

Use of costing information : Due to financial constraints, the Office attaches great importance to an accurate costing procedure. In recent years, the CSO has tried to establish a detailed cost structure for all activities. When making the final decision on the budget of the Office, the Government takes into consideration the amount of necessary resources for specific and costly activities (such as the agricultural survey for example), and possibilities for providing funds for their implementation. Consequently, the Office often has to deal with limited resources, and very often to trim down and even abandon some new projects. Therefore, the CSO is trying to obtain extra-budgetary resources and finances through:

- * savings - raising labour efficiency and cutting down on costs for administrative expenses;
- * offering printing and information services for external customers, generating additional revenues which are allocated to other activities;
- * sponsors - for individual projects.

2. Pricing

Products subject to pricing : CSO derives income from sales of two kinds of statistical information and services:

- * activities financed from the budget: the total revenues from these activities is transferred to the state budget;
- * other statistical products provided within the framework of special analyses: CSO allocates part of these revenues to premiums for the personnel and part to other needs of the office (purchase of goods and services).

So far, the share of the revenues earned by CSO has been relatively insignificant in its overall expenditures. However, in new market oriented economic environment there has been an increasing interest in the CSO data, and an increase in revenues may be expected in the future.

Except for international organizations, the following products are available to any domestic and foreign client for a certain fee:

- * results of statistical inquiries in the form and configuration provided by the research programme (this item does not refer to government and administration);
- * custom products - development of data in structures and groups other than defined by the programme that require additional work;
- * segments of data from statistical reports (subject to regulations on protection of state, official, and statistical secrets);
- * data from REGON system (business register).

For commissioned services, the price of the product is agreed with the client in advance. For foreign clients, payment of the full amount of the fee is required before the service is provided.

Products excluded from pricing : CSO provides the following information free of charge :

- * results of "cross-section" analyses in the form and configuration specified in the research programme when ordered by the government and state administration authorities;
- * information for the press releases;
- * information published in "Informatorium" - generally available data (in statistical yearbooks and government publications);
- * statistical data provided to the international organizations, in accordance with CSO obligations.

General principles for pricing : Calculation of prices charged for services is based on a listing of prices for one accounting unit (man-hour, record, sheet, etc.) and it varies from product to product. In addition, the price lists set a fixed charge for the purchase of data from the primary file (depending on the size of the file).

The price list is approved by the CSO President. Pricing of individual services is related to their cost of production. As a rule, the unit prices comprise the following elements: remuneration for the staff directly involved in production of data or provision

of a service, consumption of materials, depreciation of the equipment, charges for energy used, general overheads (remuneration for management and technical personnel) and a profit margin. Fixed charges for data files include the costs of data collection and processing and costs of data file management. The fixed price for REGON data file (1 record) combines the costs of data entry, update, and the maintenance of the file.

Prices for printing services include the costs of printing (varying with the type of publication), typesetting, and costs of materials (paper, bookbinding materials, etc.). In addition, the price for a certain service may differ from the listed price. For example, an extra fee up to 50 per cent of the basic rate may be charged when an "express" service is requested or, up to 30 per cent in the case of particularly complex order. A discount of up to 30 per cent is granted to regular customers, as well as when the demand for certain products is reduced.

PORTUGAL

Situation as of March 1996

1. Costing

Determination of costs : The office has set up a cost accounting system, which responds to the need to determine the costs of its various statistical products. The system is able to determine all the costs (direct and indirect) that can be attributed to particular products.

2. Pricing

Products subject to pricing : Generally speaking, prices are set for all the products of the Office.

Products excluded from pricing : Information about information is not charged for. In this way the Office publish several publications and leaflets as promotional items, which are distributed free of charge, including the publications "Vade-mecum of the NSI" (National Statistical Institute), "Portugal in figures", "Catalogue of publications" (Portuguese and English editions) and leaflets on all significant and new statistical publications.

General principles for pricing : The criteria used for setting up the prices of publications are that they should progressively rise towards a level which will cover 100 per cent of the costs of printing and distribution. At the same time they should reflect actual market prices. Nevertheless, there are market segments and government institutions which receive special treatment for specific reasons. Students and professors, schools and (public) libraries are entitled to have a reduction of 20 per cent on publications issued during the current year, 50 per cent on publications issued during the previous year or earlier. With regard to government institutions, as a rule, publications are provided free of charge to all government bodies.

Republic of MOLDOVA

Situation as of March 1996

1. Costing

Products subject to costing: Under the Statistics Act, statistical activities not included in the work programme for statistics and publishing (approved annually by the Government of the Republic of Moldova) are performed on a contractual basis and paid for by customers. The main activities of this kind are: calculating the consumer price index and, on that basis, measuring inflation; printing and publishing; and dealing with individual inquiries from public or private organisations.

Structure of the budget: The Budget Act sets out the approved expenditures for the Department each year in accordance with the budget classification. Thus, expenditures in 1996 for the central statistical office are included under general government; separate provisions are made for the regional units and implementation of the work programme for statistics and publishing, which is approved by the Government of the Republic of Moldova.

Determination of costs: Expenditures for the Department and the regional units include: wage bill, social insurance charges, office overhead costs and mission expenses.

The cost of the work programme for statistics and publishing includes payments for work performed by other organisations (i.e. excluding the Department and the regional units), in particular: collection and machine processing of statistical returns (republican level), programming, printing and distribution of forms, issuing of statistical information (news and press releases, bulletins, annual compendia, reports, etc.), servicing and maintenance of computer equipment, etc.

2. Pricing

Activities subject to pricing: This covers all activities and products not included in the work programme for statistics and publishing. To ensure the general availability of statistical data, some of the printed output (Statistical Yearbook of the Republic of Moldova, Statistical Information Bulletin and a few other publications) is priced and sold to the public through the trade network or directly by the Department.

Activities excluded from pricing: In strict accordance with the approved programme, prices are not set for all statistical products. This applies, inter-alia, to analytical materials and statistical compendia which are provided free of charge to the

Parliament, Government and republican and local economic authorities.

General principles for pricing: The basic criterion in pricing is to recover actual costs (labour, social insurance, office overhead costs, mission expenses, purchase of inventory and equipment), allowing for value-added tax at 20 per cent and a profit margin of 5 per cent in the case of contract work.

ROMANIA

Situation as of March 1995

1. Costing

Products subject to costing : National Commission for Statics computes the costs of services provided beside the obligations set up by the annual programme approved by the Government. These services include: statistical surveys ordered by public or private entities; publications distributed under the commercial regime; services for statistical processing of data on special request, etc. They are costed for censuses or sample surveys both for enumerators and for materials and services (printing questionnaires, dissemination, data collection, communication, transport).

Structure of the budget : The NCS budget is approved by the Government as a separate heading in the annual state budget. Structure of the budget is as follows:

Expenditures: - wages and social insurance; bonuses; material expenditures; investments and maintenance expenditures.

Revenues: - are mostly collected from the sales of statistical publications. On request from internal or external users, services of the official statistics are authorized to perform statistical researches beside those included in their programmes according to payment contract. These revenues are to cover the expenses for related work and the difference is being deposited to the state budget.

The costs are calculated both by groups of activities and by importance:

- for staff, the costs are established according to average wages by categories of positions;
- for materials, the costs are determined by estimating the consumption for similar activities/works;
- travel costs are evaluated according to the average data for man/days volume;
- computing costs are globally determined and redistributed to activities/works.

At the time of writing (March 1995), a new project on evaluation of all costs for all NCS activities/works is being carried out using the experience of the PHARE regional programme projects.

2. Pricing

Products subject to pricing : Regardless of the type of dissemination, all NCS products in the catalogue have established sale prices (publications, files or disks, on-line services for data-bases). Prices are also set up for statistical products made on request, and for products based on processing of NSC data files.

Products excluded from pricing : Consultations of the publications and statistical data-bases at NCS and DSO premises, as well as the documentation in the NCS library is free of charge. The information on available products and services provided by the NCS is also free of charge. All statistical products are distributed without charges to the Parliament, the Presidency, to the Government and its bodies, Romania's embassies, media, national libraries, university and research institutions libraries, foreign national statistical offices and international organizations.

General principles for pricing : At present, there are no specific regulations on setting up the prices of statistical products, and they are calculated on the basis of the main principles in the market economy.

Pricing formulae: In establishing prices of statistical products only the editing costs (computer time), printing costs (materials, computer time) and distribution costs are taken into account. Costs of data collection and processing are not included in the price since this is the NCS responsibility financed from the state budget.

Work on request: For statistical research or data processing on request, price also includes the expenses for labour force according to categories of staff engaged in these activities.

Russian Federation

Situation as of March 1993

The State Committee on Statistics of the Russian Federation does not use costing and pricing in connection with the payments for statistical products. The cost of computer processing of statistical information is determined on the basis of the established rates charged for information and computing services.

These rates reflect the cost of all stages of processing and release of information expressed in roubles per 1,000 tags of incoming and outgoing information. A 5-character tag is used as the basic unit for information and computing services and correction coefficients are applied to the rates if the number of characters is different. The rates reflect not only the quantitative but also the qualitative characteristics of the information processed (complexity, type of computer equipment, data transmission method, use of advanced information technologies, etc.).

The application of these rates makes it possible to standardize and simplify payments for the statistical work performed.

Costing is used only in connection with the products of the Information and Publishing Center of the State Committee - for work and services performed at the request of the Committee as well as under contracts concluded with outside organizations. These products include publications comprising operational statistical information (press releases, press bulletins, press reviews, statistical surveys and announcements), collection of statistics and statistical materials for international organizations and collection of materials on sociological surveys and from various information and computing services.

Expenditure connected with the performance of work and services includes editorial costs, printing expenses, the cost of paper and binding materials, general publishing expenses and additional expenses. The total of all expenditure connected with the elaboration of products constitutes the full cost of such products which, together with the profit margin, in turn represents the total final cost - the price at which products of the Information Center are offered to customers.

Charges for work and services furnished by the Information Center are established on the basis of

the methodology and procedures used by the pricing authority. The Information Center uses mainly contracted prices which are determined by taking into account the actual cost of production of statistical products, the conditions in which they are produced as well as the impact of market conditions on demand and prices. In this connection, steps are taken to ensure that production costs are economically justified and the established level of profitability is maintained.

SLOVAKIA

Situation as of April 1993

1. Costing

The legal position of the Statistical Office of the Slovak Republic, as well as its tasks and responsibilities for data collection and dissemination are determined by the Law on the State Statistics approved by the Slovak National Assembly. According to this Law, the national statistical bodies are considered as general government and their activities are fully financed from the national budget. The Slovak Statistical Council, an expert body established by the Statistical Office, considers the annual programme of statistical surveys and other activities. After being considered by the Council, this programme is presented in the form of a legal document by the President of the Statistical Office. The annual programme has an itemized budget for each projected survey. Furthermore, statistical bodies may propose and plan additional statistical activities in response to the special needs of the central government.

All expenses incurred by the implementation of the programmes and surveys included in Slovakia's statistical programme should, in principle be covered from the budget of the bodies implementing these activities. The costs of statistical work specially requested by the central government bodies are covered from their budgets.

According to the Law on the State Statistics, the results of statistical surveys are provided free of charge to the President of the Republic, to the National Assembly, to the central government of the Slovak Republic, and trade union bodies. These data are disseminated in the established format, volume and intervals. International organizations also receive various statistical information and data free of charge, as well as the other national statistical offices of the countries which have agreements on the exchange of statistical information with the Statistical Office of Slovakia.

The Office sells the following product: publications, reports, outputs from data base and register of organizations recorded on different media (diskettes, magnetic tapes, etc.) as well as various surveys and tabulated data according to specific requests from clients. Payment is requested for processed statistical data obtained from surveys conducted in a non-standardized way, even if the survey was specially requested by government or administrative authority.

2. Pricing

When pricing its statistical services and products, the Office takes into account the fact that its activities are financed from the state budget. This is the main reason why all the costs of obtaining the information and data are not included in the price. Therefore, the Office includes only the costs of dissemination of its products which exceeds the allotments provided by the budget. The prices of statistical information and products sold abroad are determined in foreign currency at comparable price level.

Prices of the statistical products comprise a part of the materials used (including paper, energy), printing, distribution and the costs of the medium used (diskettes, magnetic tapes, etc.). If a special processing is required, the costs of programming, costs of staff involved (man/hours) and computer time are taken into account and added.

The price of publications printed by the Office are based on the costs of their reproduction.

The part of extra revenues of the Office which exceeds those proposed by the budget can be used for coverage of the Office expenditures.

SLOVENIA

Situation as of January 1996

1. Costing

Products subject to costing: The state budget covers all costs of implementation of the tasks defined in the National Programme of Statistical Surveys (including the costs of development tasks and certain individual transition projects). Professional training costs of employees in methodology during the transition process are also currently covered from the PHARE funds and from the EUROSTAT funds for this purpose (TES).

Structure of the budget: The SO is financed from the state budget. The following headings are included in the budget:

- * funds for salaries;
- * funds for other personal income;
- * funds for employer contributions to the state;
- * funds for material expenses;
- * funds for investment expenses;
- * funds for depreciation;
- * funds for other expenditures.

All SO revenues from its own activities (sale of publications, database diskettes, and other services) are considered as a state budgetary income and are deposited in favour of the account of the Ministry of Finance. On the other hand, the budget guarantees the SO the necessary resources for covering of the expenses in connection with its own activities.

Funds for implementation of population censuses are provided by a special law which determines the organisation, financing and procedure for carrying out the census.

The SO is annually planning funds which should be provided from the state budget, on the basis of an assessment of costs for the implementation of individual projects and statistical surveys defined in the National Programme. This assessment varies from year to year, according to the scope of statistical activities. At the moment, unused budget funds from one year can not be carried over to the next, and institutions financed from the budget must return unused funds at the end of the budget period. The extension of the budget period to a three years is envisaged.

Determination of costs: Costs are determined on the principle of cost carriers. An individual cost carrier is responsible for the use of allocated funds, and the budget law forbids transfer of funds from one purpose to another.

Use of costing information: The SO uses costing information for internal planning in order to assess correctly the amount of funds required from the state budget.

2. Pricing

The SO annually prepares a prospectus or other form of information about its services and products for its clients. Through advertisements in professional journals and newspapers it also informs clients on individual publications.

In 1966, the SO prepared a catalogue of publications giving a wider presentation of its current and past production (periodicals) together with a short description of the content of individual publications.

The prices of services and products are announced in the price list. They are formed on the basis of actual costs and do not include a profit margin. Prices are same for all clients, whether from the public or private sector. Some users are supplied with publications free of charge:

- * the State bodies;
- * certain international institutions in Slovenia and abroad;
- * professional libraries.

SWEDEN

Situation as of February 1996

1. Costing

Products subject to costing: At Statistics Sweden all activities are allocated to products, for example trade statistics, labour force surveys, income statistics etc.). Costing is made by product and this implies that each separate part of programme is not always costed, but that the product as a whole always is. Different kinds of overhead activities such as administration, training and management are labelled as internal products and they are costed in the same way.

Structure of the budget: Statistics Sweden's turnover consists of two approximately equally large categories of products. The first category consists of statistics and services that Statistics Sweden produces against pay. This category includes official statistics for which other government agencies than Statistics Sweden are responsible, but which is commissioned from Statistics Sweden. This category also includes non-official statistics commissioned by government agencies, and statistics and services sold to non-government customers. For this category of products there is no budget adopted by the Government. Profit and loss is brought forward from one year to the next.

The second category of products is funded by the appropriations voted to Statistics Sweden by Parliament. This category of products and services includes production of the inter-sectoral part of the official statistics, for which Statistics Sweden is responsible. This category also covers coordination, development of general methods and monitoring of the central government statistical system. Statistics Sweden's request for appropriations is determined on the basis of the cost estimates for all products in the second category. Appropriations not spent can be saved for the next fiscal year.

Determination of costs: Statistics Sweden applies a principle of cost price. All costs are completely distributed on the products. For staff costs, a time reporting scheme is used for the allocation of costs to the products. Hourly rates for various categories of staff are calculated once a year and the salary costs of a product is obtained by multiplying the number of hours reported by the hourly rates. The hourly rate includes a mark-up sufficient to cover the cost for internal products, telephone, postal services and premises. The costs of a product

therefore not only includes costs that are directly attributable to that product but also a percentage of the overhead costs. This ensures that all overhead costs are paid for. For services like data collection, EDP and printing, specific rates are used.

The costing information is used in internal planning routines and in the plans and proposals of the budget estimates annually submitted to the Ministry of Finance. The costing information is also used to price products commissioned by governmental agencies and commercial customers.

2. Pricing

Products subject to pricing: Approximately half of Statistics Sweden's turnover consists of income from products from the first category mentioned above. They are subject to pricing. The largest customers are other government agencies commissioning production of statistics from Statistics Sweden. Most of the products are unique and the price is set by negotiations based on the costing routines described above.

Products excluded from pricing: The other half of Statistics Sweden's turnover consists of income from products from the second category mentioned above. The price charged for products produced with Government appropriations only covers the costs of printing and distribution. Free copies of most publications are distributed to the libraries for national and international institutions.

General principles for pricing: The main principle is cost recovery. Products are paid for by appropriations voted to Statistics Sweden or by charging customers an appropriate price. However, market conditions may justify deviations from the principle of cost price.

Statistics Sweden's publications are sold by its own publishing house as per a fixed annual price list. Distributor's discounts are allowed according to normal practice in the publishing business.

SWITZERLAND

Situation as of February 1996

1. Costing

The Office has established an exhaustive account of expenses covering the whole of its production. Expenses are broken down according to the organizational unit that incurs the costs, the nature of the costs and the allocation headings.

Structure of the budget : Expenditure is broken down into staff expenditure, general expenditure and expenditure for international organizations. Statistical services and the provision of information appear as receipts.

2. Pricing

Products subject to pricing : In general, all products (publications in various forms - on paper, microfilm or magnetic tapes, specially commissioned work or the supply of lists of enterprises and establishments), are charged for.

Products excluded from pricing : Replies to verbal or telephone inquiries are free of charge. The same applies to the consultations of statistical data at the Office.

General principles for pricing : The unit prices are determined by the Federal Council. The catalogue of prices is very detailed- it contains prices per photocopy, price per hour worked, etc.

Work on request : Charge for work on request takes into account the working time (if more than half an hour) and a certain sum proportionate to the amount of information supplied. An extra fee may be added for urgent requests.

Expenditures are debited separately: expert's fees, travel expenses, subcontracting expenses, reproduction costs, etc. There is a whole system of various reductions depending on the nature of the client, ranging up to complete exemption (departments of the federal administration, etc.). There may also be a reduction or cancellation of the fee if private parties or universities need services to carry out tasks entrusted to them by the federal administration, or if the beneficiary has furnished unpaid work during a survey or a census on a voluntary basis, or if there is an agreement on reciprocity.

The former Yugoslav Republic of Macedonia

Situation as of February 1995

1. Costing

Products subject to costing : The costs of work defined by the Programme of Statistical Surveys as well as costs of staff training are covered by the national budget. Due to the lack of own resources, technical assistance from international organisations and institutions is very much needed.

Structure of the budget: The following items are included in the budget of the Statistical Office (SO):

- * funds for staff salaries;
- * funds for other compensations of employees;
- * funds for taxes and contributions;
- * funds for material expenses;
- * funds for investment expenses and depreciation;
- * funds for other expenditures.

All revenues from sales of publications, diskettes with data and other services rendered are considered as budget income items and are deposited in favor of the account of the national budget. On the other hand, budget guarantees necessary funding for the activities of the SO.

Financial resources for population censuses are provided by a special law which determines the organization, financing and procedure for conducting the census.

The Statistical Office is planning annual needs for financial resources, which should be provided from the national budget, on the basis of an assessment of the costs of individual projects and statistical surveys. Unused budget funds from one year cannot be transferred to the next year and must be returned before the end of the budget year.

Determination of costs : Costs are determined on the principle of cost carriers and the budget forbids a transfer of funds from one purpose to another.

Use of costing information : The Statistical Office uses the information on costs for the assessment of necessary funds for its future activities and for internal planning.

2. Pricing

Prices of statistical products are published in the Catalogue of publications. The following users receive all or some of the products free of charge:

- * public administration;
- * foreign diplomatic and international organizations representatives serving in the country;
- * diplomatic representatives of the country serving abroad;
- * national libraries;
- * accredited representatives of the mass media.

TURKEY

Situation as of January 1996

1. Costing

Products subject to costing: Costing for publications, statistical surveys, special analysis and data processing projects requested by public or private organizations, institutions and firms has been calculated since 1991. Costs of products of the State Institute of Statistics (SIS) of Turkey are financed from the state budget and from a revolving fund.

Structure of the budget: The budget of SIS is financed from the state budget and sales of statistical products and services. The budget of the SIS constitutes a separate section within the state budget. The budget is determined by projection from one year to the next, taking into account newly emerging areas of expenditures. The Government has the final decision on the SIS budget. The budget consists of the current expenditure and investment expenditure as its principal headings.

The second source of the SIS budget is the sale of statistical information and services financed by the turnover revenues.

Determination of costs: The costing of any product or service must take into account the costs incurred throughout the production process from development of objectives through collection of data to final publication. This process includes factors such as labour, training, materials, telephone and fax expenditure, computer time, printing and distribution. The full costs are obtained by adding an appropriate amount of overhead cost. Labour costs are calculated by taking into consideration working time for related services and wages and other benefits which are related to actual working days. Programming costs cover the costs of the computer time and person/days needed for each stage of the technological process calculated according to established norms and cost estimates.

Use of costing information: The costing information is used in internal planning and proposals of the annual budget estimates submitted annually to the Government. They are also used for the calculation of costs of new surveys. This makes possible an analysis of the efficiency of the structures responsible for the production of statistics within budgetary limits. The costing information is also used to price products and services supplied on demand.

2. Pricing

Products subject to pricing: In general, all products (publications, diskettes, magnetic tapes, consulting services on statistical methods, database services, projects, surveys and other special data requested by any public or private organization) have been subject to pricing since 1991. The price list for SIS publications is available to the public.

Products excluded from pricing: The publications catalogue of the SIS, including a short presentation of the content of publications, is free of charge and SIS publications may be consulted free of charge at the SIS library in Ankara and its regional offices as well as in other libraries.

Copies of publications, news bulletins and information from data bases are distributed free of charge to Ministries, members of the Parliament, senior governmental officials, the National Library, university libraries and the press. International organizations are also provided with the publications through the publication exchange programme.

General principles for pricing: The guiding principle is to charge the marginal cost for publications and other services. The prices are fixed by the SIS itself, taking into account available costing information. Only indirect costs and supplementary direct costs are charged.

Pricing formulae: The cost of printing is calculated on the basis of the cost of labour, overhead, a 12 per cent management expenditure, number of copies, typesetting, and a specific profit margin. The price of each publication can vary according to the number of pages and number of copies produced.

The services relating to surveys, projects, research and data processing are determined taking into account the expenditure on staff, use of equipment, consumption of materials, use of computer time, telephone and fax expenditures, overhead costs, a 12 per cent management expenditure and a specific profit margin.

For the data generated by using the SIS database, the cost is determined according to the difficulty of the time and complexity of the computer operations required. A coefficient to reflect the use of computer time is available for each interrogation of the database. Thus, the price changes according to the value of this coefficient.

UKRAINE

Situation as of March 1996

1. Costing

The Ministry of Statistics of Ukraine, at the moment, does not have an established system for calculation of prices and costs of statistical products. The users of statistical services are provided with the large part of statistical products free of charge, since the Ministry is a Government agency financed from its budget.

Structure of the budget : The budget of the Ministry of Statistics comprises the following headings :

1. Wage bill;
2. Social insurance contributions;
3. Administrative and office expenses:
 - rental and upkeep of premises, including routine maintenance;
 - lighting, heating and water;
 - subscription charge for communications services;
 - purchase of office supplies, including forms, account books and statistical record books;
 - postal charges;
 - purchase of reference materials and periodicals.
4. Mission expenses:
 - travel costs, daily allowance and accommodation cost for official missions;
 - costs of attendance at courses for advanced training.
5. Payment for the machine processing of statistical information, production of forms for statistical returns, work on statistical surveys and censuses and the compilation and maintenance of a State Register, and disbursements to families for budget keeping

Having been authorised to engage in commercial activities, and therefore to sell statistical information, the Ministry of Statistics has only just begun to deal with the question of the costing and pricing of statistical products (services).

UNITED KINGDOM

Situation as of April 1996

1. Costing

Products subject to costing: The ONS derives income from sales of statistical information and services such as:

- * Statistical Inquiries conducted on behalf of other Government departments. Additionally, extra questions can be added to an inquiry if a customer is seeking limited information within the coverage of the enquiry;
- * Special Analyses - undertaken on behalf of other Government departments, organizations and the private sector;
- * Publications - these include Business Monitor series, National Accounts, Balance of Payments, ONS Databank, Census, population and health statistics, survey reports, and Certificates of births, marriages and deaths.
- * Computer Accesses - access to ONS data held on the computer is available to some Government departments.

Determination of costs: The Department's charges for publications and services are based on central guidance issued by HM Treasury. An integrated financial accounting system provides the information on components such as staff costs, computer time and administrative overheads which are necessary to produce the detailed costing of projects in order to set charges.

Work carried out on a repayment basis is costed on the basis of a calculation which takes into account the following components: number of statistical and computer staff; their grade and rate in Pounds. In addition, the costs of computer processing time, data keying and other materials and services are added to form the total job cost. In costing small tasks, manual calculations using a ready reckoner may be applied. The estimated cost of a task is agreed by the customer before work commences. After completion and delivery of the product/service an invoice is raised and despatched by the Central Finance Unit at the request of the supplier section.

Cost of a project is agreed by the customer before work commences. After completion and delivery of the product/service an invoice is raised and despatched by the Central Finance Unit at the request of the supplier section.

Services contracted out: Services and products such as statistical and related data, computer software and other items are purchased by the ONS from other government departments and the private sector. Value for money is sought in all cases and where appropriate competitive bids are requested.

2. Pricing

Products subject to pricing: Charges are normally made in all cases unless Ministers direct the ONS not to charge or there is a special arrangement - for example where the ONS provides data to, and receives data from, another organization on a reciprocal basis.

ONS publications are sold at cover price to government departments and the public. Members of Parliament, certain international organizations and the media receive a limited number of copies free of charge. Where charges are appropriate, public sector customers for ONS data or analysis will normally be charged the full cost of marketing the information available to them. This includes overheads and common service costs associated with making the data available but excludes the costs incurred in collecting and compiling the information for the ONS's primary government funded activities.

Where the full cost of making an individual item available is less than the administrative cost of raising an invoice and accounting for the receipt, the charge may be waived. However, where a series of items falling below this level is supplied to a customer, an aggregated charge is made.

Products excluded from pricing: The ONS is funded by Government to provide certain statistical services to Parliament, government departments and international organizations without charge. The main services provided on this basis are:

- collection of statistical data and their use together with administrative data and statistics collected by other departments, to compile and disseminate a range of estimates needed for central economic management;
- certain central functions required by the decentralized statistical service;
- provision of statistics which is not the responsibility of any other single department; and

- provision of information to international organisations to meet the UK's international obligations.

General principles for pricing: Subject to the constraints of confidentiality and reliability, the ONS's statistical output is freely available to Parliament and published for wider user. The regular publications cover all statistical series for which the ONS is responsible, in as much detail as decided by the Director taking full account of the needs of customers. Furthermore, ONS's statistical output is priced to cover the full cost of publication, including marketing, production and distribution costs and the cost of editorial work in excess of that required for government use, but excluding costs of the original data collection and processing and of compiling the statistical series.

All moneys received by the ONS for services provided and payment for services received are channeled through a central finance unit where invoices and vouchers are examined for authenticity and booked to appropriate ledger headings for departmental accounting purposes.

Note:

The Office for National Statistics (ONS) was formed by the merger of the Central Statistical Office (CSO) and the Office of Population Censuses and Surveys (OPCS) on 1st April 1996.

UNITED STATES OF AMERICA

Situation as of June 1995

1. Costing

Structure of the budget: Responsibility for statistics (in the wide sense) in the United States is decentralized, with more than 70 agencies and organizational units having statistical activities. The funding for statistical work is included in agency budgets, and is determined during the regular process of preparing the President's budget for the U.S. Government. The total resources allocated to statistics are brought together in a budget document entitled "Statistical Programs of the United States Government." This report contains budget information for those agencies or organizational units that have statistical activities totaling US \$500,000 or more. For the agencies whose sole missions and functions are statistical, the budget (and hence the cost for carrying out these responsibilities) for statistical activities is the same as the budget for the entire agency. These budgets include costs for staff, computer costs, publications, and overhead. Other agencies attempt to estimate that portion of their budget for statistics, using the same headings for their statistical functions. Services exchanged between agencies or with the private sector are systematically charged for. Account is taken of these transfers of funds in preparing the budget for different agencies.

2. Pricing

Products subject to pricing: As a rule, all services rendered are subject to pricing.

General principles for pricing: The general principle is to charge the marginal cost, both for publications and for other services. In practice, this principle is largely moderated by the priority concern that all citizens should have at their disposal unbiased, transparent, and readily available information, where statistics is considered as a "public asset." Thus, while charging even marginal cost might seem to be an obstacle to dissemination of information to the public, the amount actually charged may be considerably reduced or even cancelled altogether in a number of cases.

Pricing formulae: Work on request - Only the expenses incurred as a result of the request are charged, such as the costs of retrieval of information, labour, and tabulation, etc. Excluded are previous expenditures on collection and processing of information, which have already been accounted for in the budget. If a second applicant

makes the same request, the amount already paid by the first will not be charged again, since the first client is considered as having had the advantage of the first use of information.

Extension of surveys - Some surveys may be upgraded on request (additional questions, the sampling pattern may be reinforced for certain geographical areas, etc.). In this case, and even if the supplementary results are disseminated among the public, it is considered that the body that commissions it gains more than others, and it is charged not only for the supplementary survey expenditure resulting from the request but also with the cost of dissemination of the results among the public.

FR YUGOSLAVIA

Situation as of March 1995

1. Costing

The expenditure of the Federal Statistical Office is covered by the federal budget which is determined by the Law on the federal budget of the FR of Yugoslavia. The overall budget expenditures for statistical purposes are authorized by the Government and broken down into the following headings:

- capital goods;
- fund for wages/salaries;
- fund for material expenses;
- fund for purchase of spare parts and servicing computers and publishing activities;
- funds for computer leasing and software purchase.

2. Pricing

Products subject to pricing : All kinds of publications (found in the Catalogue) in any form - printed or on diskette; work on request or products meeting special and limited demand; all the work done for third persons, such as data being the subject of the Uniform Register of Enterprises and Institutions; services of the library in producing all kinds of photocopies of the material deposited in the library, etc.

Products excluded from pricing : National and international exchange of publications; information on *ad hoc* requests but without additional data processing; all data supplied to embassies and diplomatic and economic missions.