I. INTRODUCTION

A. The mission of the Institute of Statistics of Albania

1. The Institute of Statistics of Albania’s mission is to provide transparent, neutral and timely statistics that help the user to judge the development of the transformation processes within the country.

B. The vision of the Institute of Statistics of Albania

2. As only used statistics are useful statistics, the Institute of Statistics of Albania strives to become the major source of statistical information for decision makers, research and education in Albania as well as in the international community providing relevant, reliable and comparable statistical information. The Institute already possesses a learning attitude and a systematic...
network for marketing and dissemination of statistical information, making use of modern networking structures and information technology.

II. OFFICIAL STATISTICAL PROGRAMME

3. Official Statistical Law, No 2980, dated 05.02.2004, establishes the main elements of the statistical programme which are: indicators, classifications, disaggregation levels, frequency, sources used, the responsible institutions, the accounting period and when the indicators would be available for distribution (release calendar).

4. The Five-year Official Statistical Programme, approved by the Albanian Parliament for the period 2007-2011, covers statistical data that are necessary for the monitoring of economy, society and environment in the Republic of Albania, focusing on phenomena that are essential for policymakers and respecting the right of citizens to information.

5. Statistical information plays an important role in the process of decision making, improving its quality. Organizing this information and its transformation into a public good requires not only the resources to ensure transparency and impartiality, but also measuring the performance of the system itself. In this framework, design, tracking and monitoring the quality of the Official Statistical Programme is of particular importance.

6. The five-year official statistical programme was the first of its kind in the country, developed after the creation of the Institute of Statistics (INSTAT) as an independent institution in 1993 in accordance with the Statistical Law.

7. During the last decade, many changes happened in the national statistical system, which directly reflected the changes that occurred in the economic and social system of the country. For Albania, this decade marked increased contacts with the international community which resulted in new demands for the national statistical system, especially regarding classifications and methodologies. The economic transition made it necessary to stop collecting certain types of information and replace these with new methods of data collection to get high quality information.

8. The five-year programme is considered to be a solution that offers advantages compared to a year-long program by establishing certain stability. This is important because it allows to collect the same data for several years in order to be able to see the developments. The long-term programme is in line with European and international standards.

9. In order to implement this program, it is necessary to have a match between costs and benefits.

10. The negotiations on the Stabilization and Association Agreement with the European Union require also the improvement of the five-year programme of official statistics. The programme and the statistical surveys have to comply with the Acquis Communautaire.
III. OBJECTIVE OF THE OFFICIAL STATISTICAL PROGRAMME

11. The main objectives of the 2007-2011 programme are:

(a) Strategic objectives:
   (i) Establish and strengthen the identity of the system and the image of official statistics;
   (ii) Develop statistical culture in the country and increase the use of statistical methods in the data coming from public administration;
   (iii) Education, spreading statistical literacy and stimulating demand for statistical information;
   (iv) Integrate and harmonize methods for production of statistical information in accordance with the European and international recommendations;
   (v) Promote statistical cooperation between all statistical agencies;

(b) Production and dissemination of data:
   (i) Increase statistical capacity through increasing the primary sources of data;
   (ii) Improve economic statistics;
   (iii) More complete and long-term social statistics;
   (iv) Develop new indicators in statistical areas not yet explored but where information is requested;
   (v) Develop integrated statistical information systems;

(c) Statistical infrastructure:
   (i) Training within the statistical system on statistical methods, standards and classification for harmonization of statistics;
   (ii) Strengthen the role of statistical offices of the central and local administrations to improve the quality of information from administrative sources and their use in the decision making process;
   (iii) Calculation of the cost of products in the official statistical programme;
   (iv) Strengthening specific sectors of INSTAT dealing with methodology, classifications, cartography and maintenance of local computer network.
A. Agreements of understanding

12. To improve cooperation with other statistical agencies, INSTAT is drafting Memorandums of Understanding (MOUs) with other statistical agencies and holders of administrative data. These MOUs are not new in themselves: INSTAT already used them in 1996. The first example was the Memorandum with the Ministry of Finance to obtain data on subjects carrying out economic activities. It was followed with the MOU with the Central Bank of Albania, Ministry of Agriculture, etc.

IV. BUSINESS STATISTICS AS PART OF THE OFFICIAL STATISTICAL PROGRAMME

A. Objectives of the Programme for business statistics

13. The objectives of the programme of economic statistics are to improve the quality of statistics by using all possible sources of information to produce statistics in the most appropriate and timely manner.

B. Administrative sources

14. In Albania, the public administration has always been the primary source for obtaining the basic data. Historically, this sector holds a large amount of information taken from administrative acts completed daily. Data on births, deaths and marriages are obtained from the registry office. Data on schools and their progress are obtained from the Offices of the Directorates of Education. Data on new businesses, their basic features and progress are obtained from the Tax Office. INSTAT still collects data from the public administration in the “old” form – on paper.

15. Variables from administrative sources include:

   (a) Building permits by type in number, area and value;
   (b) Funds provided under the approved building permits by type of client;
   (c) Number of road transport vehicles;
   (d) Volume of transport in physical units by sea, air and railway;
   (e) Road accidents according to the type of accident;
   (f) Number of entries and exits of citizens across the Albanian border;
   (g) Other data.

16. The main tools are the Classification and Business Registers.
C. Economic classifications

17. INSTAT currently uses the classification of economic activities NACE, Rev. 1.1. The National Commission of Classification discusses the classification and INSTAT determines its degree of adoption. It is necessary to increase the recognition of economic classifications among staff of other statistical agencies, particularly the Tax and Customs Offices. INSTAT creates, maintains and is responsible for its own statistical records. The other classifications used are CPA, CC.

D. Statistical Register of enterprises

18. This register was created in 1994 to follow changes in the state-owned enterprises and private companies. Initially, the register was maintained by the Directorate General of Tax. An administrative database was created which became a statistical register, updated on the basis of statistical surveys and information on the enterprises’ economic activity. The basis for the creation of this database was an identification (ID) code and business data. The database is continuously updated based on surveys conducted by INSTAT. This register includes variables such as name of unit, name of owner, address, its legal form, type of activity, number of employees and code of business. Completion of this database with local business units will be of great help to the business sector of the country.

19. The business statistics sector provides data on economic and financial structure of the economic enterprises, quarterly indices, exports and imports of commodities, electricity balance, etc.

20. To produce these data, INSTAT uses economic surveys such as Structural Business Statistics (SBS), Short-term Statistics (STS) and administrative information from statistical agencies.

21. The methodology used for these surveys is in line with the Eurostat methodology. The sample size in SBS is 4.8 percent of the total sample frame. Total SBS sample is 9.6% of the total frame. The sample size in STS is 6.6 percent of the total sample frame. Total STS sample is 10.2% of the total frame.

22. The other data are taken from sources such as Value Added Tax (VAT), Annual Account Report (balance sheets), administrative data, etc.

23. Variables produced in business statistics are mainly in line with those requested from Eurostat with respect to their definitions. Aggregate data are published by economic activity, respecting the confidentiality principles. The data are produced and published at country level.

24. The STS publication will provide information to the general public, parliament, government, other public authorities, economic, business and social organizations, research and academic institutions and the media, both nationally and internationally. The data reflect the true situation and are disseminated in impartial manner. The necessary information to assess the quality of the STS statistics, in particular on the methods used for producing statistics and on principles applied, is accessible to the public.

<table>
<thead>
<tr>
<th>OFFICIAL STATISTICAL PROGRAM 2007-2011</th>
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<tbody>
<tr>
<td>IDENTIFICATION CARD OF STATISTICAL ACTIVITY</td>
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<tr>
<td>The process finalized with the production of statistical information from statistics agencies by collection of data, face to face by interviewers to enterprises, institutions or individuals or by administrative documents (registers, archives or databases), all in final process.</td>
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Codes used for some of the questions are placed in the annexes attached

<table>
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<tr>
<th>Identification of Activity</th>
<th>Code PSZ</th>
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<tbody>
<tr>
<td>Code that can be used by agency</td>
<td>44401</td>
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Detailed Description of Activity
Survey on economic and financial indicators of enterprises with 10 industries and more analyzed for annual periods.

1. Holder (methodology to finalize the contents and definition of processing of data)
   1.1 Statistical agency
   Institute of Statistics
   1.2 Department
   Production of Economic Statistics
   1.3 Responsible sector
   BUSINESS SERVICES
   1.4 Contact person
   Boris Dini

2. Name of activity
   Quarterly survey

3. Legal frame (only one answer)
   1. Appropriately law
   2. Government decision
   3. Programmatic act of owner
   4. Community Directive
   5. Other

4. Type of statistical activity (Gathering and processing data or just processing data)
   1. Gathering and processing data directly at the enterprise / institution (individual)
     benefit from or through administrative documents, records, archives, data bases
   2. Processing of data obtained from administrative documents to complete or as a result of institutional activity to owner
     data to a
   3. Processing of individual data obtained from previous statistical activities

4.1. If you choose 3 Question of Type of processing
   1. Estimate indices
   2. Evaluation accounting economic, social and environmental
   3. Contributions tables of demographic and life insurance
   4. Calculations of sectoral indicators
   5. Calculations of indicators territorial
   6. Other

4.2. If it is chosen by a question in 4.1 Select statistical activity from the list from which the data flow, or the opposite is empty

26. The data are in Excel format, organized into four columns, where the first column corresponds to the codebook, the second to the statistical activity, and the third and fourth to the description of the codebook, in both Albanian and English for use by internal and international users.

27. Based on this information, a record providing data on statistical observations and processing (PSZDOC) is created with required annexes attached. The record is composed of six fields, each including sub-fields.
(a) Contents outline:
   (i) Observation parameters;
   (ii) Statistical target parameters;
   (iii) Output: statistics and micro data;
   (iv) Documentation and metadata;
(b) Data collection:
   (i) Frame and frame procedures;
   (ii) Sampling procedures;
   (iii) Measurement instruments;
   (iv) Data collection procedures;
   (v) Data preparation;
(c) Final observation registers:
   (i) Production versions;
   (ii) Long-term (archive, terminal) storage versions;
   (iii) Experiences from the latest survey round;
(d) Statistical processing and presentation:
   (i) Estimation: assumptions and calculation formulas;
   (ii) Presentation procedures;
(e) Data processing system;
(f) Log file.

V. CONCLUSION

28. The objective of the business statistics sector by the end of 2011 is to continue to publish existing indicators and improve their quality, dissemination and timeliness in line with the European Union regulations and in accordance with relevant methodology.
29. High quality statistics require high quality tools and a good Business Register. To improve the Business Register, a Census of Economic Enterprises will be conducted in 2010.

30. From a statistical viewpoint, the economic census will result in an updated register of businesses according to international recommendations (Eurostat) and standards that will serve to produce a variety of economic statistics in a reliable, accurate and timely manner for users. Further targets to be achieved are:

   (a) Ensuring full coverage of all economic entities operating in the country;

   (b) Improving the quality of the different variables;

   (c) Ensuring registration of all smaller units.

   * * * * *