Quality Report
for Monthly Statistics
EXTERNAL TRADE, 2013

Republika Srpska Institute of Statistics,
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Republika Srpska Institute of Statistics, Veljka Mlađenovića 12d, 78000 Banja Luka
Republika Srpska, Bosnia and Herzegovina
telephone: +387 51 332 700, fax: +387 51 332 750, e-mail: stat@rzs.rs.ba, www.rzs.rs.ba

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1. Introduction into the statistical survey and its output – Survey methodology

1.1. Purpose and periodicity of survey implementation

External trade refers to the monitoring of trade in goods between Republika Srpska and foreign countries.

The purpose of external trade statistics is to record and document all physical transfers of goods, i.e. all goods that enter or exit the territory of Republika Srpska.

External trade of Republika Srpska is calculated regularly, on a monthly basis.

1.2. Legal basis and responsibility of statistical institutions

Statistical survey external trade of Republika Srpska for 2013 is carried out in accordance with the Statistical Programme of Republika Srpska for the period 2013-2017, which is based on the Law on Statistics of Republika Srpska ("Official Gazette of Republika Srpska", No. 85/03).

1.3. Observation unit

Observation unit of external trade statistics is export and import of goods which refer to business entities with headquarters in Republika Srpska.

Total value of import and export does not include import and export realised by physical entities.

Each delivery of goods realised as part of export and import of goods is homogenous by type of products, by country of origin, by destination country, by mode of payment and by moment of border crossing.

Goods in transit and temporary export and import are not covered by external trade statistics.

1.4. Data collection

Data on external trade of Republika Srpska are collected using the data from Single Administrative Documents.

Single Administrative Document is a document submitted by the declarant (business entity or another authorised person, e.g. shipping agent) to the customs office for the customs clearance.

Indirect Taxation Agency of Bosnia and Herzegovina - Department for customs is responsible for the collection and control of the validity of the Single Administrative Document. Indirect Taxation Agency of Bosnia and Herzegovina submits data on export and import to the Republika Srpska Institute of Statistics.

1.5. Coverage

The statistical survey on external trade of Republika Srpska covers entire turnover of goods that are exported and imported from and to the country, homogenous by type, country of origin, destination, method of payment, and moment of border crossing.

In accordance with the European standards, data are covered pursuant to the system of special trade, which means that besides regular export and import, also included are export and import based on refinement process (processing and finishing), while temporary export and import and excluded.

1.6. Definitions

Export of goods: exchange of goods departing from Republika Srpska to other countries.

Import of goods: exchange of goods entering Republika Srpska from other countries.

Products: all movable and physical goods.

Partner country: for export, trade partner is a country of last known destination, while for import it is a country of origin of goods.

Exporting values: calculated based on the FOB parity.

FOB (Franco on Board) parity means that invoiced value is decreased for costs of transport and other costs from the Bosnia and Herzegovina borders to the place of delivery aborad, if delivery of goods is contracted abroad. If delivery of goods is contracted in the country, invoiced value is increased for costs occurring between the place of delivery and the Bosnia and Herzegovina borders.

Imoporting values: calculated based on the CIF parity.

CIF (Cost, Insurance and Feight) parity means that invoiced value is increased for costs of transport and other costs from the place of delivery to the Bosnia and Herzegovina borders, if goods are delivered abroad. If delivery of goods is contracted in the country, invoiced value is decreased for costs occurring between the Bosnia and Herzegovina borders and the place of delivery in the country.

1.7. Data processing

Each month, the Agency for Statistics of BiH (BHAS) receives data from the Indirect Taxation Agency of Bosnia and Herzegovina, as an Access database. BHAS forwards these databases (on the 10th of the month for the previous month) to the Republika Srpska Institute of Statistics, where data are processed and published.

The Republika Srpska Institute of Statistics (RSIS) uses the EXIM application for data processing. This process serves to produce a database/detailed table DET_DATA, which contains each individual item from the Single Administrative Document, with major fields (excluding identification numbers of legal entities). This database is further processed, which results in a final database, i.e. an SPE_DB table. The final table does not include each individual item from the Single Administrative Document, but it provides a sum of values from the Single Administrative Document in a month, pursuant to codes from the Combined Nomenclature (CN) and the partner country. This table is used for the purposes of publishing.

1.8. Data publishing

The Republika Srpska Institute of Statistics publishes the statistical survey on external trade of Republika Srpska in several publications:

Monthly release of external trade – each month, preliminary data are published in three separate releases: in convertible marks (KM), in Euros (EUR) and in US dollars (USD).

Monthly statistical review – presents preliminary data referring to the previous month.

Quarterly statistical review – presents preliminary data referring to the previous quarter.

Annual release of external trade – final data for the previous year are published once a year, in three separate releases: in convertible marks (KM), in Euros (EUR) and in US dollars (USD).

Annual bulletin of external trade – provides a detailed review of data on external trade of Republika Srpska, for a five-year period.

Statistical Yearbook – provides basic methodological explanations and relevant detailed data series.

This is Republika Srpska – this publication presents only basic data for the previous year, accompanied by a brief comment.

As regards the timetable, monthly releases on external trade are published 22 days after the end of the month in KM, and 28 days in EUR and USD, providing data from the previous month (preliminary data).

Monthly statistical review is published 40 days after the end of the month, while the quarterly one was published 70 days after the end of the month.

Final data for the previous year are published in annual releases, on 5th August, in KM, EUR and USD.

The deadline for data for the annual bulletin is 30th September. Statistical Yearbook and This is Republika Srpska are published at the end of the year.

The abovementioned publications are available at www.rzs.rs.ba.

1.9. Key variables

- Values of exported/imported goods, KM,
- Quantity in kg and in an additional unit of measure,
- Conutry of origin/destination,
- 10 digits of the customs label of products,
- Statistical procedures.

1.10. Key statistics

- Absolute values in KM, EUR and USD: export, import, balance of trade – total and by month,
- Values of export and import by intended use (MIG),
- Values of export and import in accordance with the Standard International Trade Classification (SITC Rev.4),
- Values of export and import in accordance with the Classification of Economic Activities (KD Rev.2),
- Values of export and import according to statistical procedures,
- Values of export and import by country of origin/destination,
- Values of export and import by economic classification of countries,
- Values of export and import by product (in accordance with the Harmonised System)
- Monthly index, presenting value changes in the current month, compared to the previous month,
- Cumulative index, presenting value changes in a specific period of the current year, compared to the same period of the previous year,
- Annual index, presenting value changes in the current year, compared to the previous year.

1.11. Questionnaire

The statistical survey on external trade of Republika Srpska does not use a questionnaire.

1.12. Contact information

Services Statistics Division of the Institute is responsible for the implementation of survey on external trade of Republika Srpska.

Contact person:

Sanja Stojčević Uvalić, MSc sanja.stojcevic@rzs.rs.ba 051 332-753

2. Relevance

2.1. Quality and performance indicator – Rate of available ESS statistics (R1)

The survey on external trade of Republika Srpska was designed on the basis of internationally comparable methodological postulates, stipulated by the European Commission and Council of Europe regulations. The survey serves to calculate key indicators required in accordance with international standards. Therefore, the rate amounts to 100%.

3. Accuracy

3.1. Sampling errors

The statistical survey on external trade of Republika Srpska is not carried out on the sample basis.

3.2. Non-sampling errors

3.2.1. Coverage errors

Errors are not estimated.

3.2.2. Measurement errors

3.2.2.1. Controls to detect measurement errors

The Indirect Taxation Agency is responsible for the collection and quality control of Single Administrative Documents. Prior to the processing of data on external trade, the Republika Srpska Institute of Statistics carries out the data quality control. The control involves checks of data validity and authenticity.

3.2.2.2. Reasons for the occurrence of measurement errors

Measurement errors may only be made in the stage of data collection, that is, in the stage of data entry.

3.2.2.3. Procedures in cases of measurement errors

In case an erroneous record is detected while the control is carried out, it is sent to the Indirect Taxation Agency to be checked. This is done through the Agency for Statistics of BiH, as the Republika Srpska Institute of Statistics does not have identification numbers of business entities.

3.2.2.4 Quality and performance indicator – Data editing rate (A3)

Data may be revised subsequently.

3.2.2.5 Measures to reduce measurement errors

The methodology of data collection and processing is well documented, but it is necessary to further improve the control of data.

3.2.3. Non-response errors

There is no non-response rate.

4. Timeliness and punctuality

4.1. Timeliness of release

4.1.1. Quality and performance indicator – Timeliness of preliminary results (T1)

Timeliness of the first release of survey results is defined as the difference between the date of first release and the end of reference period – in our case, 22 days after the end of reference month. Data are revised on the monthly basis.

Timeliness of preliminary results

Reference period	previous month of 2013
Date of release	22nd in the month
Delay	T+22

4.1.2. Quality and performance indicator – Timeliness of final results (T2)

Monthly (final) publication of data is not envisaged, because of eventual changes during the entire calendar year. Final data by month are published upon the processing of annual results. Annual data referring to the previous year are final data.

4.2. Punctuality of release

4.2.1. Quality and performance indicator – Punctuality of release (T3)

Actual dates of release did not deviate from the planned dates specified in the annual Release Calendar.

4.3. Reasons for significant delays and measures to improve timeliness and punctuality of release

There were no delays.

5. Accessibility and clarity

5.1. Accessibility

5.1.1. Dissemination channels

No.	Dissemination channels	Used
1	Website of the Institute – Internet release	YES
2	Written requests of users according to their specification	YES
3	Data published via telephone	NO
4	Digital media (CD, floppy disk, etc.)	YES
5	Data presented at press conferences	YES
6	Thematic bulletin	YES
7	Special printed publications	YES
8	Databases available to external users	YES
9	Statistically protected microdata	NO

5.1.2. Quality and performance indicator – Rate of used dissemination channels (AC1)

The rate of used channels of dissemination is 77.8% (7/9X100).

5.1.3. Methods of dissemination

The following methods of dissemination were used to publish results of External Trade Statistics:

No.	Method of dissemination	Used
1	Website of the Institute – Internet release	YES
2	Websites of other institutions	NO
3	Websites of international institutions	NO
4	Written requests	YES

5	Telephone mediation	NO
6	Digital media (CD, floppy disk, etc.)	YES
7	Data presented at press conferences	YES
8	Statistical Yearbook	YES
9	This is Republika Srpska	YES
10	Statistical Yearbook	YES
11	Thematic bulletin	YES
12	Special publications	YES
13	Eurostat's publications	NO
14	Publications of other international organisations (OECD, IMF)	NO
15	Databases for internal use	YES
16	Databases available to external users	YES

5.1.4. Quality and performance indicator – Rate of used dissemination methods (AC2)

The rate of used methods of dissemination is 68.8% (11/16X100).

5.1.5. Quality and performance indicator – Number of accesses to the online database (AC3)

Database and available tables of external trade are available online, at the website www.rzs.rs.ba, but there are no records of the number of accesses.

5.2. Clarity

5.2.1. Printed publications and Internet publication

- Monthly release “External trade of Republika Srpska (import and export), KM”,
- Monthly release “External trade of Republika Srpska (import and export), EUR”,
- Monthly release “External trade of Republika Srpska (import and export), USD”,
- Annual release “External trade of Republika Srpska (import and export), KM”,
- Annual release “External trade of Republika Srpska (import and export), EUR”,
- Annual release “External trade of Republika Srpska (import and export), USD”,
- Thematic bulletin “Extermal Trade”,
- “Monthly Statistical Review” in the part referring to external trade,
- “Quarterly Statistical Review” in the part referring to external trade,
- “Statistical Yearbook of Republika Srpska, in the part referring to external trade,
- “This is Republika Srpska”, in the part referring to external trade.

5.2.1.1. Disseminated results

Results of the survey on external trade of Republika Srpska are presented as absolute values (in thousands) and index numbers.

In addition to the presentation of data in tables, the abovementioned publications also present data in the form of graphs.

5.2.1.2. Level (level of detail) of dissemination

Statistical publications for Republika Srpska present data to a certain level of detal, depending on the type of publication.

For example, the monthly release presents data at the level of sections of the Standard International Trade Classification. On the other hand, the thematic bulletin contains data at the level of sections and divisions of the same classification.

5.2.1.3. Metadata

Data on external trade of Republika Srpska are official data provided by the Republika Srpska Institute of Statistics. The Services Statistics Division is responsible for the organisation of processing and analysis of data, email stat@rzs.rs.ba, telephone 051 332 701 and 051 332 718.

In the framework of Metadata at the official website of the Institute, basic concepts, definitions and methodology of this survey are available in the part of the webpage referring to external trade statistics.

http://www2.rzs.rs.ba/static/uploads/metodologije/spoljna_trovina/MetodologijaSpoljnaTrgovina_v.2.pdf

In addition, brief metadata are also available in printed and electronic releases entitled “External trade of Republika Srpska (import and export)”.

http://www2.rzs.rs.ba/static/uploads/saopstenja/spoljna_trgovina/mesecna_saopstenja/2013/Spoljna_Trgovina_Decembar_2013_KM.pdf

Series of data are published at the Institute's website www.rzs.rs.ba, in accordance with the annual release plan. The Release Calendar is also available to users at the homepage. Data are published in brief releases, while the annual bulletin presents more detailed data. The release presents basic output (indices and value, comments on changes, brief description of basic definitions), while the annual bulletin contains more detailed data, concepts and definitions. The data presented in the bulletin are released in printed form, with print-run of 35 copies.

In addition to these editions, data are also regularly published in the Statistical Yearbook, in monthly and quarterly reviews, and in the publication “This is Republika Srpska”.

Statustical concepts and definitions are in line with international recommendations. Series of data cover a one-year period and the period of reference base, namely 2013.

User needs for data on external trade may only be observed in the records of received requests for data or using the data on total number of visits to the Institute's website. As regards methods of measuring user satisfaction, there is no such survey yet.

5.2.1.4. Measures to improve clarity of disseminated results

Data at the website of the Republika Srpska Institute of Statistics are presented in PDF format, in Excel tables and in graphs, in order to enable users to analyse and use the data.

5.2.2. Quality and performance indicator – Rate of metadata completeness (AC4)

The rate of completeness is not calculated.

6. Comparability and coherence

6.1. Comparability over time

6.1.1. Quality and performance indicator – Length of comparable time series (CC1)

Data on trends in external trade of Republika Srpska have been collected and published since 2003.

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6.1.2. Breaks in time series

There have been no breaks in time series since the beginning of data collection (2003).

6.1.3. Other factors affecting comparability over time

There have been no significant factors affecting comparability over time.

6.2. Geographical comparability

6.2.1. Comparability with other members of the European Statistical System

Since statistics of external trade of Republika Srpska complies with international recommendations, it is considered an internationally recognised measure of goods trends and it is comparable with data provided by other European Statistical System members.

6.3. Seasonal adjustment

Data on external trade have not been seasonally adjusted.

6.4. Coherence between preliminary and final data

6.4.1. Dissemination policy for preliminary data

When monthly results are published, dissemination policy for preliminary data of this survey is used

6.4.2. Quality indicator – Coherence between preliminary and final data (CC2)

There are no significant discrepancies between preliminary and final data.

6.4.3. Reasons for significant differences between preliminary data

Не постоји веће одступање привремених и коначних података.

6.5. Coherence with results of the reference survey

No reference survey is carried out, therefore there are no comparisons of data.

7. Concessions – compromises between output quality components

Not subject to special analyses in this survey.

8. Assessment of users' needs and perceptions

8.1. Classifying and understanding users

User requirements are met in a way that, in addition to PDF format, the Institute's website also provides Excel tables, for easier data management and analysis. To facilitate interpretation of data, each monthly release, in addition to data tables, also contains a brief comment and methodological explanations, in Serbian and in English. Also, monthly bulletins, thematic bulletins, Statistical Yearbook and "This is Republika Srpska" also provide the version referring to the entity.

The most common users include:

- Public sector (state and local government);
- Business entities (chambers of commerce, enterprises);
- Science, research and educaton (educational institutions, institutes);
- General public (physical entities);

- Media (printed media, radio and TV broadcasters);
- Foreign users (embassies of foreign countries).

8.2. Measuring users' perceptions and user satisfaction

There is no specific user satisfaction survey, but there are records of requests for external trade data received from users. These indicate that users are very interested in such data. Therefore, 120 individual users' requests were answered in 2013.

8.2.1. Quality and performance indicator – User satisfaction index (US1)

This index is not calculated.

8.2.2. Quality and performance indicator – Time elapsed since the last user satisfaction survey (US2)

There is no specific user satisfaction survey.

9. Costs and burden on respondents/reporting units

9.1. Costs of the Republika Srpska Institute of Statistics

9.1.1 Quality and performance indicator – Annual operating costs, average by main cost components (PCR1)

This indicator is not calculated.

9.2. Burden and costs of respondents/reporting units

9.2.1. Quality and performance indicator – Annual burden on respondents in hours and/or financial indicators (PCR2)

Data on costs and burden on reporting units are not available, because the Indirect Taxation Agency is in charge of the data collection.

9.3. Measures to reduce costs and burden

No measures are taken to reduce costs, since administrative data are used.

10. Confidentiality, transparency and protection

10.1. Confidentiality

Data collected for the purposes of statistical survey on external trade of Republika Srpska are subject to legal frameworks of confidentiality and are used for statistical purposes only.

The Law on Statistics of Republika Srpska defines the legal framework for the protection and confidentiality of data. Thus, Article 17, item 3 stipulates: "Confidential data collected for statistical purposes must not be used for other purposes."

Section VIII DATA CONFIDENTIALITY AND PROTECTION OF INDIVIDUAL DATA of the Law on Statistics of Republika Srpska regulates this field.

In addition, the Rules of protection of confidential data of the RSIS ensure the confidentiality of individual data and define procedures of the provision, exchange and transfer of these data to users and/or groups of users.

10.2. Transparency

Users are familiar with the method of use of data provided by the statistical survey external trade of Republika Srpska.

Statements at press conferences, which refer to the survey results, are absolutely impartial and politically neutral.

No errors were observed in the publications for 2013; therefore, there was no need to correct or publish them.

10.3. Protection

See chapter 10.1.

11. Conclusion

In the future period, it is necessary to further improve the control of data quality, for which it is necessary to obtain identification numbers of business entities from the Indirect Taxation Agency.

In cooperation with the IT staff, it is necessary to develop a system for recording the number of accesses to on-line data provided in monthly releases, to electronic bulletins, and to other publications which provide data on external trade of Republika Srpska.