



## Annual report on trade with energy commodities

Quality and metadata report based on the Single Integrated Metadata Structure (SIMS 2.0)

Republika Srpska Institute of Statistics

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### 1. Contact

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### 2. Metadata update

2.1.	Metadata last certified	15.03.2021.
2.2.	Metadata last posted	15.03.2021.
2.3.	Metadata last update	15.03.2021.

### 3. Statistical presentation

#### 3.1. Data description

The statistical survey on trade with energy commodities collects data on the supply, import, export and stocks of certain types of energy commodities, and the sale of energy commodities to consumers by type of consumer.

Republika Srpska Institute of Statistics (RSIS), using the form "Annual report on trade with energy commodities" (EN-TE-G), has been conducting this survey since 2010 with year 2009 as the year of observation. The activity is carried out every year.

#### 3.2. Classification system

Statistical data on trade with energy commodities are collected, processed and published according to the Classification of Economic Activities of Bosnia and Herzegovina (KD BiH 2010), which in its content and structure fully complies with the EU Statistical Classification of Economic Activities NACE Rev. 2.

#### 3.3. Sector coverage

Section G, division 46.71 of the KD BiH 2010.

#### 3.4. Statistical concepts and definitions

*Brown coal/lignite* is non-agglomerating coal with a gross calorific value less than 20,000 kJ/kg.

*Brown coal/lignite briquettes* is fuel produced from brown coal or lignite, without adding a binding agent.

*Liquefied petroleum gases (LPG)* are light paraffinic hydrocarbons derived from the refinery processes, crude oil stabilization and natural gas processing plants. They consist mainly of propane (C<sub>3</sub>H<sub>8</sub>) and butane (C<sub>4</sub>H<sub>10</sub>) or a combination of the two.

*Motor gasoline* consists of a mixture of light hydrocarbons distilling between 35°C and 215°C. It is used as a fuel for land-based spark ignition engines.

*Diesel oil* is a medium distillate used to drive diesel engines in cars, trucks, ships and more.

*Heating oil (extra-light)* is a medium distillate used for industrial and commercial purposes.

*Fuel oil* is a heavy oil obtained by refining crude oil. It is used as a fuel in power plants, industry and other. The sulphur content may be higher or less than 1%.

#### 3.5. Statistical unit

Observation units are business entities whose main (prevailing) activity according to KD BiH 2010 is wholesale of solid, liquid and gaseous fuels, including entities whose main activity is not wholesale, but they realise significant turnover from wholesale of solid, liquid and gaseous fuels.

#### 3.6. Statistical population

The statistical survey on trade with energy commodities is based on the coverage of business entities that have wholesale of solid, liquid and gaseous fuels as a main or as a secondary activity. The survey for 2019 covered 78 business entities.

#### 3.7. Reference area

Republika Srpska

#### 3.8. Time coverage

2009–2019

#### 3.9. Base period

Not applicable.

### 4. Unit of measure

t, TJ

## 5. Reference period

Year

## 6. Institutional mandate

### 6.1. Legal acts and other agreements

The Law on Statistics of Republika Srpska ("Official Gazette of Republika Srpska", No. 85/03), the Statistical Programme of Republika Srpska for the period 2018-2020, the current annual Work Plan of the Republika Srpska Institute of Statistics (RSIS).

The methodology of energy statistics is based on the Regulation of the European Commission No. 1099/2008 and the Energy Statistics Manual.

### 6.2. Data sharing

Data on trade with energy commodities for the level of Republika Srpska are submitted to the Agency for Statistics of Bosnia and Herzegovina, which is responsible for aggregating data for the level of BiH and reporting to the Statistical Office of the European Union, Eurostat.

## 7. Confidentiality

### 7.1. Confidentiality - policy

The confidentiality of data and protection of personal data are regulated by the Law on Statistics of Republika Srpska ("Official Gazette of Republika Srpska", No. 85/03) and the "Rulebook on protection of confidential data" of the Republika Srpska Institute of Statistics. The confidentiality of statistical data is also ensured by the Law on protection of personal data ("Official Gazette of BiH", No. 49/06, 76/11 and 89/11).

### 7.2 Confidentiality – data treatment

Confidentiality of data and protection of personal data is guaranteed by Articles 25 to 29 of the Law on Statistics of Republika Srpska ("Official Gazette of the Republika Srpska", No. 85/03). RSIS informs all reporting units that the collected data will be used solely for statistical purposes.

Data collected, processed and stored are considered confidential if it is possible, directly or indirectly, to identify reporting units through this data, thus disclosing individual data.

Statistical data may not be provided to users if they contain or disclose confidential information. Confidential data are data for a reporting unit or group consisting of at least three reporting units, where the share of one unit in the group exceeds 85%.

When collecting, processing and submitting data, RSIS and authorised bodies and organisations shall take all measures of organisational, regulatory, administrative and technical nature necessary to protect the confidentiality of data and prevent unauthorised access, publication and use of data.

Persons who may have access to confidential information in the performance of their duties, must comply with the provisions of this Law even after they cease to perform their functions.

The RSIS document "Rulebook on protection of confidential data" states the principles of treating confidential data, procedures for ensuring confidentiality during data collection, processing and dissemination, as well as procedures for accessing microdata.

## 8. Release policy

### 8.1. Release calendar

According to the pre-defined Release calendar, data on trade with energy commodities are published in the annual releases "Balance of natural gas", "Balance of coal" (on 20<sup>th</sup> October) and "Balance of oil and petroleum products" (on 30<sup>th</sup> November). The Release calendar is available at the RSIS website.

### 8.2. Release calendar access

[http://www.rzs.rs.ba/publications/?left\\_mi=15&add=15](http://www.rzs.rs.ba/publications/?left_mi=15&add=15)

### 8.3. User access

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

## 9. Frequency of dissemination

Annual

## 10. Accessibility and clarity

### 10.1. Release

- [Balance of coal](#),
- [Balance of oil and petroleum products](#), and
- [Balance of natural gas](#).

### 10.2. Publications

- [Thematic bulletin „Energy balances“](#)
- ["This is Republika Srpska"](#).

### 10.3. Online database

Online database is available on the [RSIS website](#).

#### 10.3.1. Data tables - consultations

The software for tracking the number of data accesses and downloads is not available.

### 10.4. Microdata access

Microdata are not available.

### 10.5. Other

Data are also disseminated at press conferences, in a special press release, as well as through answers to users' written requests, according to their specification.

#### 10.5.1. Metadata - consultations

The software for tracking the number of metadata accesses and downloads is not available.

### 10.6. Documentation on methodology

Methodological documentation is available on the official website of RSIS in the sections [Methodological documents](#) and [Concepts and definitions](#) by fields and in the section [Methodology](#) within the statistical field Energy.

#### 10.6.1. Metadata completeness - rate

100%

### 10.7. Quality documentation

Quality reports are available on the RSIS website:  
[https://www.rzs.rs.ba/front/category/340/371/?left\\_mi=284&add=284](https://www.rzs.rs.ba/front/category/340/371/?left_mi=284&add=284)

Other RSIS quality documentation is available at:  
[https://www.rzs.rs.ba/front/category/359/?left\\_mi=306&add=306](https://www.rzs.rs.ba/front/category/359/?left_mi=306&add=306)

## 11. Quality management

### 11.1. Quality assurance

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

The [Common Assessment Framework \(CAF\)](#) is a tool for total quality management quality and is primarily intended to improve public organisations through self-assessment. The CAF model is inspired by the European Foundation for Quality Management (EFQM) Excellence Model and is based on the premise that excellent results in the areas of organisational performance, citizens/users, people and society are achieved through leadership driving strategy and planning, people, partnerships, resources and processes.

### 11.2. Quality assessment

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

## 12. Relevance

### 12.1. User needs

Key users data of trade with energy commodities are:

- Ministry of Energy and Mining of Republika Srpska;
- Republic Hydrometeorological Service of Republika Srpska;
- educational and research institutions, students;
- internal users: National accounts division.

### 12.2. User satisfaction

The results of the most recent User Satisfaction Survey are available on the RSIS website, at [https://www.rzs.rs.ba/front/category/359/?left\\_mi=306&add=306](https://www.rzs.rs.ba/front/category/359/?left_mi=306&add=306)

There is no specific user satisfaction survey for this survey.

### 12.3. Completeness

Energy statistics are based on the methodology defined by the European Commission Regulation No. 1099/2008 and the Energy Statistics Manual. All required statistics are provided.

#### 12.3.1. Data completeness - rate

Data completeness rate is 100%. All required statistics are provided.

## 13. Accuracy and reliability

### 13.1. Overall accuracy

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

### 13.2. Sampling error

The survey is not conducted on the basis of a random sample, so the calculation of sampling errors is not applicable.

### 13.2.1. Sampling error - indicators

Not applicable.

### 13.3. Non-sampling error

Continuous improvement of methodological processes is aimed at reducing non-sampling errors.

In case of a measurement error, depending on the type of error, it is either corrected by the methodologist based on other data in the questionnaire and data from the previous period, or the reporting unit is contacted in order to correct the detected error for the observation unit.

Coverage errors mainly relate to over-coverage due to inactivity of observation units (did not start or stopped working during the observed period) or changes in their main (prevailing) activity. The over-coverage in 2019 is 11.5%.

Reports that have not been submitted or reports submitted with incomplete, not relevant or not acceptable response are treated as non-response. The unit non-response rate in 2019 is 12.8%. No information is available that allows the item response rate to be calculated, since all missing data for individual variables detected in the already submitted report are collected via direct contact with the reporting unit.

#### 13.3.1. Coverage error

Coverage errors are differences between the target population and the population in the sample. They mainly refer to over-coverage due to inactivity of observation units (did not start or stopped working during the observed period) or changes in their main (prevailing) activity.

Measures taken to reduce coverage errors include timely and regular updating of the address list of observation units based on the Statistical Business Register and information from other statistical surveys.

##### 13.3.1.1. Over-coverage - rate

The over-coverage rate in 2019 is 11.5%.

##### 13.3.1.2. Common units - proportion

This survey does not use units from two or multiple sources (data are not combined).

#### 13.3.2. Measurement error

The most common reasons for measurement errors are:

- lack of records in reporting units,
- the person filling out the questionnaire is not sufficiently professionally trained or interested,
- lack of understanding of the methodology by the reporting unit,
- accidental errors when filling the data into the questionnaire,
- the questionnaire is not always filled in by the same person.

If a measurement error occurs, depending on the type of error it is corrected by the methodologist based on other data in the report, data from the previous observation period or reporting units are directly contacted in order to appropriately interpret the methodological explanations and point out the most common mistakes occurring when filling in the questionnaire.

#### 13.3.3. Non response error

Reports that have not been submitted or reports submitted with incomplete, not relevant or not acceptable response are treated as non-response. The unit non-response rate is 12.8%. Missing data for individual variables detected in the already submitted report are collected via direct contact with the reporting unit.

##### 13.3.3.1. Unit non-response - rate

The unit non-response rate is 12.8%.

##### 13.3.3.2. Item non-response - rate

Information that would allow for the calculation of item non-response rate is not available since all missing data are obtained via direct contact with the reporting unit.

13.3.4. Processing error
There were no processing errors.
13.3.5. Model assumption error
Not applicable.

<b>14. Timeliness and punctuality</b>
14.1. Timeliness
Final survey results are produced and disseminated respecting the time lag and deadlines set out in the Work plan. Final results are available 9 months (balances of coal and natural gas) and 11 months (balance of oil and petroleum products) after the reference period.
14.1.1. Time lag - first result
Only final data is published.
14.1.2. Time lag - final result
T+9 months (balances of coal and natural gas) T+11 months (balance of oil and petroleum products)
14.2. Punctuality
100%
14.2.1. Punctuality - delivery and publication
T+0 days

<b>15. Coherence and comparability</b>
15.1. Comparability - geographical
The available data on trade with energy commodities are fully comparable with the data of the members of the European Statistical System. This statistical activity is realised in accordance with the standards and regulations of the European Union.
15.1.1. Asymmetry for mirror flow statistics - coefficient
Not applicable.
15.2. Comparability - over time
Annual data on trade with energy commodities have been available since 2009. Data for the period 2009-2011 were collected according to the Classification of Activities of BiH, which was harmonised with the EU statistical classification of activities NACE Rev.1. Since the observation year 2012, data are collected and published according to KD BiH 2010, which in its content and structure fully corresponds to the European Statistical Classification of Activities NACE Rev. 2.
15.2.1. Length of comparable time series
The length of comparable time series is 11 years (2009-2019).
15.3. Coherence - cross domain
It is not possible to analyse the coherence of the data with the results of other surveys.

#### 15.3.1. Coherence - sub annual and annual statistics

Not applicable.

#### 15.3.2. Coherence - National Accounts

Not applicable.

#### 15.4. Coherence - internal

Data are internally consistent.

### 16. Cost and burden

To fill in the Annual report on trade with energy commodities, business entities spent an average of 1.62 hours.

Number of data providers that filled in the form	59
Time required to fill in one form (hours)	1.62
Total time spent (hours)	96

Data on survey costs are not available.

### 17. Data revision

#### 17.1. Data revision - policy

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

#### 17.2. Data revision - practice

No data revision was planned or conducted.

##### 17.2.1. Data revision - average size

No data revision was planned or conducted.

### 18. Statistical processing

#### 18.1. Source data

The source of data on trade with energy commodities are business entities whose main (prevailing) or secondary activity, according to the Classification of Activities of KD BiH 2010, is a wholesale of solid, liquid and gaseous fuels (section G, division 46.71).

#### 18.2. Frequency of data collection

Annual

#### 18.3. Data collection

Annual data on trade with energy commodities are collected through the paper form EN-TE-G from business entities located in the territory of Republika Srpska, and whose main (prevailing) activity, according to the Classification of Activities of KD BiH 2010, is wholesale of solid, liquid and gaseous fuels. The reports are also submitted by business entities whose main activity is not wholesale trade, but realise significant turnover from wholesale trade in solid, liquid and gaseous fuels. Reporting units submit completed reports to the RSIS headquarters by May 31 of the current year for the previous year.

Reporting units can download the [form EN-TE-G](#) from the official website of RSIS.



#### 18.4. Data validation

During data entry and processing, data on trade with energy commodities at the level of the observation unit are compared with the values from the previous year. Any unexpected large deviation, as well as case of missing data, is controlled and verified by telephone contact with the reporting unit.

#### 18.5. Data compilation

Recording of received reports, entry and processing of data on trade with energy commodities is organised in the RSIS headquarters, in the Production Statistics Division. In the data processing phase, new variables are derived and data are aggregated at the level required for data analysis and production of indicators presented in releases and other publications.

##### 18.5.1. Imputation - rate

Data are not imputed in this survey.

#### 18.6. Adjustment

Statistical procedures aimed at adjusting data series (seasonal adjustment methods) are not applied.

##### 18.6.1. Seasonal adjustment

No seasonal adjustment is applied.

#### 19. Comment

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