



~ Methodology ~

STATISTICAL BUSINESS REGISTER

LEGAL BASIS

Statistical activities related to the Statistical Business Register (SBR) are carried out in accordance with the Law on Statistics of Republika Srpska ("Official Gazette of Republika Srpska", No. 85/03) and pursuant to the Statistical Programme of Republika Srpska for the period 2013-2017 and the current annual Work Plan of the Republika Srpska Institute of Statistics (RSIS).

PURPOSE

The purpose of SBR is to provide a basis and support to the implementation of business statistics and national accounts statistics. SBR mobilizes and incorporates all existing administrative data and data obtained through statistical surveys, based on which statistical units are established in a specific way. The basis of SBR represents a unique framework for a coordinated preparation and implementation of statistical surveys, as well as for sampling and assessment of results for the total population. In addition, SBR is one of the main sources of data for the statistical analysis of business population and its demography.

Statistical Business Register (SBR) was established within the EU Support to the Statistical Sector of Bosnia and Herzegovina – Phase III EU CARDS Twinning project – Component 2, which was realised between 2006 and 2008. Additional funds necessary for the finalization of the Statistical Business Register system were provided by the Swedish International Development and Cooperation Agency (SIDA). After the two-year professional support provided by Danish experts who were engaged in the Project realisation, statistical institutions in Bosnia and Herzegovina continued to work together, independently, in order to establish the Statistical Business Register as a common database for the BiH and entity levels. SBR, as a framework used in the implementation of statistical surveys, has been operational since 2009 and its maintenance and improvement involve continuous activities.

COVERAGE

Coverage, content and methodology of maintenance and updating of the SBR comply with the Regulation (EC), No. 177/2008 and the Business Register Recommendations Manual. SBR covers all economically active enterprises and local units of an economy. The Regulation defines units to be covered and those that may be omitted if they are not statistically significant, as well as the methods of keeping track of economically inactive units.

Basic units covered by the SBR are *legal units* (business entities, entrepreneurs, and their organizational parts) and *statistical units* established based on these (enterprises and local units).

CONTENT

Units covered by the SBR are *legal unit*, *local legal unit*, *enterprise* and *local unit*. A link between the SBR and statistical surveys is ensured by means of *observation units* and *reporting units*.

Legal units have an obligation to register in administrative registers pursuant to the Law on Registration of Business Entities ("Official Gazette of Republika Srpska", No. 67/13) and the Law on Crafts and Entrepreneurial Activities ("Official Gazette of Republika Srpska", No. 117/11, 121/12 and 67/13).

Local legal unit is a part of a legal unit, which is not located at the headquarters or performs an activity different from the legal unit's activity.

Features of legal and local legal units are obtained from administrative sources.

Enterprise, in accordance with the Regulation (EC), is defined as the smallest combination of legal units producing goods and/or services, which benefits from a certain degree of autonomy in decision-making. Thus, the enterprise may be a sole legal unit or a grouping of several legal units.

Local unit, in accordance to the Regulation (EC), is an enterprise or part thereof (workshop, factory, etc.) situated in a geographically identified place, where one or more persons (even if only part-time) carry out an economic activity.

Observation units are units for which statistical data are collected. These are defined by methodologies based on which specific statistical surveys are carried out. Observation units are enterprises or local units.

Reporting units complete questionnaires for one or more observation units for which data are collected as part of specific statistical surveys.

Each unit in the SBR is defined by appropriate variables, namely identification, demographic and economic/stratification variables.

Legal unit

Identification variables:

- Company registration number;
- Tax number;
- Address (street and number, postal code, settlement, city/municipality, entity);
- Telephone, fax, e-mail;
- Person responsible.

Demographic variables:

- Date of establishment;
- Date of last change;
- Date of death.

Economic/Stratification variables:

- Activity (main/principal);
- Organizational form;
- Form of ownership;
- Origin of capital;
- Bank account status;
- Value of assets;
- Realized turnover;
- Number of employees.

Local legal unit

Identification variables:

- Company registration number, ordinal number of the unit in composition;
- Tax number (sub-number);
- Address (street and number, postal code, settlement, city/municipality, entity);
- Telephone, fax, e-mail.

Demographic variables:

- Date of establishment;
- Date of last change;
- Date of death.

Economic/Stratification variables:

- Activity of the unit.

Enterprise

Identification variables:

- Identification number;
- Company registration number;
- Tax number;
- Address (street and number, postal code, settlement, city/municipality, entity);
- Telephone, fax, e-mail.

Demographic variables:

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- Date of establishment;
 - Date of last change;
 - Date of death;
 - Activity/inactivity status.

Economic/Stratification variables:

- Activity (main/prevaling and up to three secondary activities);
- Institutional sector;
- Value of assets;
- Realized turnover;
- Number of employees.

Local unit

Identification variables:

- Identification number;
- Type of unit;
- Address (street and number, postal code, settlement, city/municipality, entity).

Demographic variables:

- Date of establishment;
- Date of last change;
- Date of death;
- Activity/inactivity status.

Economic/Stratification variables:

- Activity (up to four activities may be recorded at one address).

UPDATING AND MAINTENANCE

Updating and maintenance of the SBR are done based on data from administrative registers and statistical surveys.

The most important administrative registers that contain individual data on all administrative units are the Register of Business Entities and the Register of Taxpayers. Data from these two registers are taken over by the RSIS, on the regular monthly basis, in the form of databases. The access to data in these registers is ensured through agreements on mutual cooperation, signed by the RSIS, the Intermediary Agency for IT and Financial Services and the Tax Administration of Republika Srpska.

The Republika Srpska Institute of Statistics was responsible for the maintenance of the Register of Business Entities, as the main administrative source for SBR updating, in the period between the beginning of 1992 and 1st December 2013. When a one-stop system began to operate, on 1st December 2013, in accordance with the Law on Registration of Business Entities in Republika Srpska ("Official Gazette of Republika Srpska", No. 67/13) and the Law on Intermediary Agency for IT and

Financial Services (“Official Gazette of Republika Srpska”, No. 96/05, 74/10 and 68/13), the registration and classification of business entities by activity in the Register of Business Entities became a responsibility of the Intermediary Agency for IT and financial services

The SBR database is updated monthly, using automatic procedures, on the basis of data from administrative registers. Based on data obtained through statistical surveys carried out by the RSIS, the application continuously updates data on relevant units.

Reviews and updating of the SBR database are done using two applications.

The first application contains the administrative part (legal and local legal units) and the statistical part (enterprises and local units). The administrative part may only be reviewed through the application, but it cannot be updated. The statistical part is updated at the Division of Registers, Samples and Classifications, while the staff engaged in statistical surveys is allowed to review this part through the application.

The second application makes it possible for the staff engaged in surveys to update data on observation units and reporting units that are subject to the relevant surveys. After the justification of changes is confirmed, the Division of Registers, Samples and Classifications updates the statistical part, using the first application.

PUBLISHING

Data from the SBR are not published or sent to external users, in line with recommendations given by experts who provided support for the establishment of the SBR in BiH and Republika Srpska.

Data on business entities, which are published in the annual publications “This is Republika Srpska” and “Statistical Yearbook” are taken over from administrative registers. The publications are available in printed and electronic form, at the official website of the Republika Srpska Institute of Statistics.