

State Statistics Service of Ukraine

APPROVED by

Decision of the Commission on
improvements to methodology
and reporting documentation
(minutes N6 of June 11, 2015)

**STANDARD REPORT ON QUALITY
OF THE STATE STATISTICAL OBSERVATION
"SUPPLY OF SUGAR BEETS TO PROCESSING ENTERPRISES"
1-2.03.07.13**

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Kyiv – 2015

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1. Introduction

Standard report on quality of the state statistical observation over supply of sugar beets to processing enterprises (hereinafter the report) has been drafted in order to inform users about the main criteria and quality indicators of its results. The report contains the background information which is unaffected by the results for the specific period of the state statistical observation over supply of sugar beets to processing enterprises while it is defined by current methodology, procedures to process data, etc.

The quality report is oriented towards a wide range of users of statistical information and is a starting point to prepare more detailed reports on data quality and observation results.

The quality components presented in the report such as relevancy, accuracy, timeliness and punctuality, availability and understandability, consistency and comparability correspond to the principles of production of statistical products which are defined by section III "Principles of activity of the state statistics bodies" approved by SSSU decree 216 of June 14, 2010.

The objective to conduct the state statistical observation over supply of sugar beets to processing enterprises is to obtain qualitative statistical information about the amounts of supply of sugar beets to processing enterprises and the cost of their purchase.

This statistical observation has been designed to resolve the following tasks:

- impartial reflection of basic tendencies as to supply of sugar beets to processing enterprises;
- ensure the completeness, reliability and comprehensiveness of information about types of sugar beets supplied to for processing including the total number and cost of the purchased sugar beets;
- implement systematic approach to organization of statistical work: starting with the development of methodology and statistical tools to collect, process, analyze and disseminate data;
- fill up the Register of statistical units;
- ensure data comparability to make international comparisons;
- information support to public and administrative authorities for their decision making as to development of the sugar industry;
- provide information materials to users of statistical information.

The state statistical observation over supply of sugar beets to processing enterprises according to the Manual of statistics sections belongs to section 2.03 "Economic activity" and by theme of statistical production it belongs to section 2.03.07 "Agriculture, forestry and fishery".

The state statistical observation over supply of sugar beets to processing enterprises is conducted with the help of form N4-3ar (monthly) "Supply of sugar beets to processing enterprises" on the basis of instruction on how to fill it in. The form is approved by SSSU decree 299 of August 10, 2007 (registered with the Ministry of Justice on August 22, 2007 by N974/14241).

The normative and legal basis to undertake the state statistical observation over supply of sugar beets to processing enterprises is the laws of Ukraine on the state statistics and annual plans for the state statistical observations.

The main statistical publications, which disseminate data from the state statistical observation over supply of sugar beets to processing enterprises, are as follows:

- statistical abstracts "Statistical yearbook of Ukraine" and "Agriculture of Ukraine";
- monthly "Statistical bulletin N1";
- press-releases "Supply of sugar beets to processing enterprises", "Status of agriculture of Ukraine";
- report "On social and economic situation in Ukraine".

At users' requests, the state statistics bodies provide available statistical information based on form N4-3ar (monthly) as aggregates on paper, tape and electronic formats, by communication means and by paying a visit to the state Statistics body in order to search for information according to the procedure and terms set by the SSSU.

2. Quality components of the state statistical observation

2.1.Relevancy

Relevancy is a degree according to which the results of the state statistical observations meet the current and potential needs of users.

The main statistical indicators of the state statistical observation over supply of sugar beets to processing enterprises are indicators that characterize the volumes of sugar beets supplied to processing enterprises by direction of supply (purchased, own production, received from customer), by category of supplier (from enterprises and population), cost of the purchased raw material. These indicators reflect the volumes on an accrual basis since the beginning of the year.

The unit of the state statistical observation over supply of sugar beets to processing enterprises (statistical unit) is local unit by type of economic activity.

Respondents (reporting (recording) unit) of this state statistical observation are legal persons, their separate units that have their own processing capacities or take them

on lease to process sugar beets: purchased, supplied by customer or own production by sugar plants.

When conducting the state statistical observation over supply of sugar beets to processing enterprises, the national Classification of administrative and territorial division of Ukraine (KOATU) is employed. According to the KOATU and by geographic coverage, the data production is broken down by district, city and region.

The time series of the main statistical indicators of the state statistical observation over supply of sugar beets to processing enterprises are available since 1940.

2.2. Accuracy

Accuracy is a degree according to which an estimate approximates the real values.

The survey is carried out in line with the methodological regulations on organizing the state statistical observations over supply of agricultural produce to processing enterprises approved by SSSU decree 7 of January 17, 2011 (with changes) and posted on the SSSU official web site (www.ukrstat.gov.ua) in section "Methodology and classifications"/"Methodological regulations on statistics"/Statistics of agriculture and environment".

The formation of the units population of the state statistical observation over supply of sugar beets to processing enterprises follows the regulation on the Register of statistical units (RSU) and formation of sample frame for units populations of statistical observation over enterprises' activity approved by SSSU decree 481 of December 16, 2009, procedure on how to make use of data from the Register of statistical units approved by SSSU decree 28 of February 10, 2011, the explanations on how to conduct the work on forming and updating units populations and list of reporting (recording) units (respondents) of the state statistical observations approved by N 18.1-11/5 of October 25, 2013.

The formation of units' population of the state statistical observation over supply of sugar beets to processing enterprises is made every year by the state statistics bodies at central level.

The units' population of the state statistical observation includes the units that have the following identification and classification attributes in the Register of statistical units:

	Criteria to form the total population	Classifications	Attribute of formation criteria
1	Institutional sector of economy	KICE	S.11Non-financial corporations
2	Type of statistical unit	Manual on types of statistical units	Local unit by type of economic activity
3	Organizational and legal form of business	SKOF	Regardless of organizational and legal form of business
4	Types of economic activity	KVED	Main or secondary type of activity by KVED-2010 refers to code 10.81 of section C
5	Territorial units	KOATDU	According to administrative and territorial division
6	Size of enterprise	Manual on status of statistical units	Regardless of size
7	Attribute of economic activity	x	Active

After the objects have been selected according to the Register of statistical units, the information is compared and revised using the list of respondents by form N4- 3ar (monthly) "Supply of sugar beets to processing enterprises" and form N1П-НІІІ (annual) "Report on production of industrial products (goods, services) by type" for the previous year. The current decree of the Ministry of Agrarian Policy and Food of Ukraine as to distribution of sugar supply of A quota on the domestic market between entities is also taken into account.

The formed units' population of the state statistical observation over supply of sugar beets to processing enterprises is sent out to regional statistics bodies in electronic format to organize information collection.

The survey is conducted with the help of form N4- 3ar (monthly) "Supply of sugar beets to processing enterprises" approved by SSSU decree 181 of June 14, 2013, four times a year: in January, October, November, December.

Form N4 -3ar (monthly) is filled in by legal persons, their separate units and submitted on paper to the state statistics body according to the place where respondent's

activity is carried out and in terms specified in the form. If respondent submits this form of the state statistical observation in electronic format, its presentation to the state statistics bodies follows the established procedure.

At regional level, the state statistics bodies make primary analysis of data, their logical and arithmetical control (input and output set) and transmit the checked information to a higher level of production.

The results of the state statistical observation are compiled by the state statistics bodies at the national level: aggregated information by the country and its region.

When conducting the state statistical observation by form N4- 3ar (monthly), imputation and seasonal adjustment are not made.

Based on the analysis of population of units from the state statistical observation over supply of sugar beets to processing enterprises, it has been found that only 3 enterprises (around 5%) did not report according to form N4 -3ar (monthly) for 2014. One enterprises did not report due to its bankruptcy while the other two stopped their activity. This had insignificant impact on the accuracy of the main indicators of this state statistical observation.

2.3. Timeliness and punctuality

Timeliness is the period of time between the event or phenomenon that describe statistical data and publication of those statistical data.

Punctuality is the period of time between the actual date of data publication and the planned date that is specified in the official calendar for publications.

Statistical information based on the results of the state statistical observation over supply of sugar beets to processing enterprises is produced and released according to the plan for the state statistical observations. For users' convenience, the SSSU web site (www.ukrstat.gov.ua) posts "Catalogue of official statistical publications" that gives list and preparation dates of statistical editions as well as calendar for information to be released on the web site; the calendar has the dates for the main results to be posted.

The release of statistical information is made according to the planned dates. If those dates are changed, the relevant message is posted on the SSSU web site for users.

Type of publications and its name	Planned dates for dissemination	Actual dates of dissemination
Press-release "Supply of sugar beets to processing enterprises for "	23.01	23.01
Press-release "Status of agriculture of Ukraine"	16.10	16.10
	14.11	14.11
	15.12	15.12

Collection, processing and analysis of primary and aggregated information are made according to the following dates:

Collection of primary data at territorial level	Processing of primary data at territorial level	Processing of primary data at the national level	Analysis of aggregated data	First release of statistical information
prior to 4th day after reference period in January, October, November, December	prior to January 14, I-ten days of October, November, December	prior to January 16, during the I-ten days of October, November, December	II-ten days of January, II-ten day of October, November, December	23 January, II-ten days of October, November, December

Users' requests as to provision of information are satisfied during 5 days and this meets Ukraine's law on the access to public information.

2.4. Availability and understandability

Availability is a characteristic of simplicity and easiness with which user can obtain statistical data; it is defined by physical conditions upon the availability of which users can obtain access to statistical data.

Understandability is a characteristic of simplicity and easiness of understanding statistical data by user; it is measured through information environment where statistical data are presented and which are accompanied by relevant metadata.

The results of the state statistical observation over supply of sugar beets to processing enterprises are provided to users at their requests and placed in the press-release and on the SSSU official web site in section "Press-releases"/"Economic activity"/"Agriculture, forestry and fishery".

The brief description of the press-release's contents is given in the "Catalogue of official statistical publications" which is posted on the SSSU web site (www.ukrstat.gov.ua) in section "Publications".

Microdata based on the observation results are not currently prepared as separate files. At the same time, available statistical information can be obtained at request or by paying a visit to search for information to the SSSU office in accordance with the procedure set by the SSSU.

Information release calendar (for a year and monthly) is posted on the main page of the SSSU official web site.

Methodological regulations on organizing the state statistical observation over supply of agricultural produce to processing enterprises are posted on the SSSU official

web site in sections "Methodology and classifications"/"Methodological regulations on statistics"/Statistics of agriculture and environment" and "Statistical observations"/"Metadescriptions of the state statistical observations"/"Economic statistics"/2.03.07 Agriculture, forestry and fishery/"Supply of sugar beets to processing enterprises (1-2.03.07.13)".

The contacts to obtain additional information about the results of this statistical observation, relevant methodological support as well as references as to the conditions of its results dissemination are as follows:

address: 3, Shota Rustaveli st., city of Kyiv, 01601

phone: (044) 287 23 22

e-mail: L.Ovcharenko@ukrstat.gov.ua

office@ukrstat.gov.ua

Contact information to make information request:

phone: 287 06 72; fax: 235 37 39

e-mail: el.zapyt@ukrstat.gov.ua

2.5. Consistency and comparability

Consistency of two or more statistical data means to what extent the state statistical observations where they have been produced make use of similar metadata: classifications, definitions and population being explored as well as harmonized methods.

Comparability is a separate case of consistency when statistical data refer to the same objects of data; while the objective of their union is to make comparisons in time or by region or by other sphere of activity.

The properties of data comparability are the result of action of a number of factors of which the main ones can be united into two groups: concept of the survey and methodology behind measurement.

Concept of the state statistical observation over supply of sugar beets to processing enterprises includes such elements as system of indicators (their contents, definitions), observation units, total population, reference period and periodicity of the survey, geographical coverage, etc.

The group of methodology includes methods for data collection and processing.

The state statistical observation over supply of sugar beets to processing enterprises is carried out in 14 regions of Ukraine where enterprises are engaged into processing of sugar beets (have type of economic activity by KVED: 10.81). In view

of the above, indicators for certain period can be compared with data from previous surveys.

2.6. Assessment of users' needs and expectations

The list of users of information about supply of sugar beets to processing enterprises is compiled on the basis of request-letters to obtain statistical data as well as proposals on improving tools to undertake the state statistical observation.

The main users of information about supply of sugar beets to processing enterprises obtained through the survey are public and local authorities, research institutions, educational institutions, enterprises and establishments in the sphere of non-financial services.

In July 2014, the SSSU carried out the questionnaire survey of users of statistical information about statistical data on supply of plant products to processing enterprises, particularly statistical data contained in press-release "Supply of sugar beets to processing enterprises" (hereinafter the questionnaire survey) as well as assessment of quality of the mentioned statistical information.

The results of users' questionnaire survey reveal that 100% of the surveyed users of statistical information are satisfied with the list of indicators and details of statistical data presented in press release "Supply of sugar beets to processing enterprises". Statistical information on abovementioned issues is continuously or periodically used by 87% of users. The main purpose of these data employment is the preparation of analytical materials and this was mentioned by 64% of users, scientific research (40%), monitoring of performance of the national and regional programs of development (20%), development of concepts, strategies, programs, normative acts (16%), analysis of situation on the market of sugar raw material, identification of the most perspective industries for investment (4% of users).

Information support to users of statistical information by the SSSU staff-members was positively assessed by 98% of users.

94-96% of users positively assessed the quality of statistical information in terms of criteria. The most important criteria for users were "Relevancy" (average score was 2,31), the second among all quality criteria was "Timeliness and Punctuality" (2,42), the third was "Accuracy/Reliability" (2,55), the fourth was "Consistency/Reconciliation and Comparability" (2,78) and the last one was "Availability and Understandability/Clearness" (2,96).

More detailed assessments by users as to the quality of statistical information about supply of sugar beets to processing enterprises are given in message for users that is posted on the SSSU web site in section "Questionnaire survey".

2.7. Effectiveness, costs and burden per respondents

The SSSU makes annual assessment of reporting burden per respondents based on the technique to measure reporting burden per respondents approved by SSSU decree 149 of May 14, 2013. Altogether in 2014, in Ukraine reporting burden per respondents by form N4 -3ar (monthly) decreased by 34,7% due to decline in the number of respondents.

Based on the results of the questionnaire survey, average time spent for filling in form N4-3ar (monthly) is 2 hours 27 minutes. The majority of the surveyed respondents had no difficulties in understanding the instruction (86%) and the contents of indicators (80%), compiling information (82%) and filling in the form (84%). Index for respondents' satisfaction with form N4-3ar (monthly) is 90% (an average indicator for the state statistical observations is 87%).

To simplify the procedure to present the forms of the state statistical observations by respondents, it is envisaged to submit an electronic report. Almost 59% presented this form in electronic format.

2.8. Confidentiality, transparency and protection

Depersonalization of data suppliers, confidentiality of information they provide and its usage for statistical purposes only should be guaranteed. The state statistics bodies have to disseminate statistical data professionally and an impartial and transparent way.

The protection of confidential statistical information is one of the main principles to conduct the state statistical observation by form N4-3ar (monthly) "Supply of sugar beets to processing enterprises".

The necessity to observe the confidentiality principles for statistical information is defined by regulation in Ukraine's law on the state statistics and by international standards.

To ensure the guarantees set by the national and international legislation for respondents, the practice of conducting this state statistical observation implements the following actions aimed at ensuring confidentiality of statistical information:

- primary data obtained by the state statistics bodies from respondents during the conduct of the state statistical observation are used exclusively for statistical purposes;
- statistical information obtained through the observation's results is supplied to user in aggregated depersonalized format;
- in some cases, if there is a risk to disclose confidential (primary) data, statistical information obtained during the observation is not disseminated.

During the conduct of the state statistical observation over supply of sugar beets to processing enterprises, the storage and protection of statistical information obtained as the filled in forms are ensured.

Ukraine's law on the state statistics also identifies the necessity to ensure availability, publicity and openness of statistical information, transparency of statistical methodology and statistical methods; this meets international standards in the area of statistics. In order to ensure the fulfilment of these regulations, the practice of the conduct of this state statistical observation foresees the creation of metadata system: methodic and methodological documents related to its organization, conduct, data collection, production of information and its quality.

3.Concluding part

The important condition for further development of the state statistical observation by form N4-3ar (monthly) "Supply of sugar beets to processing enterprises" is to ensure the balance between the satisfaction of information needs of users of statistical information that envisages the employment of modern information technologies and optimization of the statistical production process as well as the improvements to cost effectiveness and decrease in burden per respondent. This can be done by implementing the following:

- improve software to submit reports in electronic format ;
- define the methods for internal assessment and independent external assessment of effectiveness;
- establish permanent feedback with users of statistical information, respondents of the state statistical observation over supply of sugar beets to processing enterprises.

The SSSU official web site (www.ukrstat.gov.ua) has all information needed to undertake the state statistical observation over supply of sugar beets to processing enterprises: tools, methodological materials as well as the obtained data and dates for their release. In view of the above, users have the possibility of independently use information needed to them.