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Y. Franchet
Generaldirektor

It is Eurostat's responsibility to use the European statistical system to meet the requirements of the Commission and all parties involved in the development of the single market.

To ensure that the vast quantity of accessible data is made widely available, and to help each user make proper use of this information, Eurostat has set up two main categories of document: statistical documents and publications.

The statistical document is aimed at specialists and provides the most complete sets of data: reference data where the methodology is well-established, standardized, uniform and scientific. These data are presented in great detail. The statistical document is intended for experts who are capable of using their own means to seek out what they require. The information is provided on paper and/or on diskette, magnetic tape, CD-ROM. The white cover sheet bears a stylized motif which distinguishes the statistical document from other publications.

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Y. Franchet
Director-General

Pour établir, évaluer ou apprécier les différentes politiques communautaires, la Commission européenne a besoin d'informations.

Eurostat a pour mission, à travers le système statistique européen, de répondre aux besoins de la Commission et de l'ensemble des personnes impliquées dans le développement du marché unique.

Pour mettre à la disposition de tous l'importante quantité de données accessibles et faire en sorte que chacun puisse s'orienter correctement dans cet ensemble, deux grandes catégories de documents ont été créées: les documents statistiques et les publications.

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Les publications proprement dites peuvent, elles, être réalisées pour un public bien déterminé, ciblé, par exemple l'enseignement ou les décideurs politiques ou administratifs. Des informations sélectionnées, triées et commentées en fonction de ce public lui sont apportées. Eurostat joue, dès lors, le rôle de conseiller.

Dans le cas d'un public plus large, moins défini, Eurostat procure des éléments nécessaires à une première analyse, les annuaires et les périodiques, dans lesquels figurent les renseignements adéquats pour approfondir l'étude. Ces publications sont présentées sur papier ou dans des banques de données de type vidéotex.

Pour aider l'utilisateur à s'orienter dans ses recherches, Eurostat a créé les thèmes, c'est-à-dire une classification par sujet. Les documents statistiques et les publications sont répertoriés par série — par exemple, annuaire, conjoncture, méthodologie — afin de faciliter l'accès aux informations statistiques.

Y. Franchet
Directeur général

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**METHODOLOGY
OF THE TURNOVER
AND NEW ORDERS INDICES**

FOREWORD

As the European Union treaty has come into force, the need for harmonised statistics in Eurostat is more and more pressing. A new Regulation on short term indicators is about to be adopted. The various parties to the revision have on several occasions expressed the need for an overview of the methods actually used by the Member States to produce the short term statistics transmitted to Eurostat.

This document partly meets these expectations by describing the methods of the turnover index and of the new orders index as applied by the fifteen Member States. It is devised as a supplement of the monthly publication "*Industrial Trends* - series B4, Eurostat" presenting the main indicators of industrial activity. The preceding issue was released in December 95 and dealt with the industrial production index and the industrial producer price index. The reports gathered here are extracted from the methodological information database "MONA LISA" developed under the responsibility of Mr. B. Feldmann who is a principal administrator in the "Industry statistics" unit of the "Enterprise statistics" directorate in Eurostat.

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Introduction

A new Regulation in preparation

On the basis of the Council Directive (EEC) No 72/211 of 30 May 1972, Eurostat gathers and publishes the data for a set of short term indicators. Among these, the turnover and new orders indices have proved to be of great interest for our users. Recently, the European Monetary Institute (EMI) has ranked the quantitative index of new orders as one of the "essential" (first priority) variables necessary for economic analysis of industrial sectors to be carried out by the future Central European Bank.

The production index provides information on the evolution of value added at factor cost, new orders are an indicator of the evolution of demand and turnover is an indicator of sales and thus of the meeting point where supply equals demand.

The 1972 Directive is under revision. As European integration progresses, the Commission feels an increasing need for comparable statistical information in order to have a better knowledge of the economy of the Union. The harmonisation criteria laid down in the 1972 Directive have become insufficient and obsolete as they refer to statistical tools recently modified by new Regulations (classification of economic activities, definitions of statistical units, business registers) and do not reflect methodological developments in the Member States.

A Regulation which is a binding legal text, is in preparation; it is expected to be adopted in the near future. One can then hope that, as the year 2000 draws near, data collection and calculation methods, as well as quality requirements of the National Statistical Institutes (NSIs) will come closer to increase significantly the quality of European statistics.

The reports gathered in this publication present the inventory of the national methodologies in 1995, at a time when the implementation of the new European classification of economic activities (NACE Rev.1) in some cases led to a review of the data collection systems. The implementation of a common classification of activities used for data collection and no longer only for the transmission of data to Eurostat represents a step forward in the direction of harmonisation. However, the reader will notice that concerning the coverage, the statistical unit or the timeliness, great discrepancies remain, which compromise the calculation of reliable European statistics. We feel that this inventory will allow us to evaluate, a posteriori, the efforts made by each Member State to achieve harmonisation.

The draft Regulation lays down the variables to be provided, the activities to be covered, frequencies and transmission delays to be fulfilled, it also lays down quality aims and representativeness requirements that the NSIs will have to respect. However, within the defined methodological framework, NSIs are free to use the collection and calculation methods best adapted to the specific characteristics of their statistical system.

In order to help the NSIs in this choice and in particular to aid those countries that will have to set up new surveys, B. Feldmann in charge of the preparation of the Regulation has written a **methodological handbook on short term indicators** which describes various methods and specifies those which are the most suitable ones to achieve the objectives defined by the Regulation [B. Feldmann: *Methodology of short term indicators: Rules and Recommendations*, Eurostat, Luxembourg, June 1996].

The following descriptions focus on the points of method that are the heart of harmonisation problems. For each point, Eurostat's rules are recalled and an overview status of the countries' practice is given.

1. BACKGROUND

1.1 Activity coverage

1.1.1 Classifications

In application of the Council Regulation (EEC) No 3037/90 as modified by the Commission Regulation (EEC) No 761/93, all countries should now use the NACE Rev.1 classification of activities, or a fully compatible national version of it, at all stages of the compilation of statistics. It is used to code units in the registers, for data collection, for data compilation and for the transmission of results to Eurostat.

This represents a considerable improvement in the harmonisation of European statistics as data no longer need to be converted from diverging national nomenclatures to the common NACE.

1.1.2 Industrial activities

The indicators under review in this publication refer to industrial activities. These correspond to NACE Rev.1 sections C, D and E: mining and quarrying, manufacturing industries and water, electricity and gas supply. However, not all countries cover all of the activities comprised in this range, especially for the new orders index (see paragraph 3.4). The coverage for each country is shown in the summary tables below.

Indicators covering the construction sector (section F) are treated separately together with specific indices such as building permits or building starts.

1.1.3 Level of detail

According to the draft Regulation, turnover and new orders indices will have to be supplied at the 2-digit level only. However, the supply of the 3- and 4-digit levels is encouraged by Eurostat. The level of detail provided by each country is mentioned in the overview tables together with the activity coverage.

1.2 The choice of the observation unit: enterprise approach or industry approach ?

The Council Regulation (EEC) No 696/93 of 15 March 1993 on statistical units defines the statistical units Member States have to use in their description of the production system. The units that are relevant in the frame of industrial short term indicators are

- the enterprise,
- the local unit,
- the kind-of-activity unit
- and the local kind-of-activity unit.

(The definitions of these units can be found in the text of the Regulation above mentioned and in the methodological handbook in "General Principles", chapter 6.)

Within this frame, one has then to distinguish between the "reporting unit", asked to supply the data and the "observation unit" to which data relate.

The reporting unit exists physically and can be identified by a name and an address. It can either be an enterprise or a local unit.

The observation unit can be any of the four units mentioned above. The comparability of indicators will then very much depend on the comparability of the observation units to which the variables relate.

Short term indicators account for the development of industrial activity. To calculate an index for a given activity (within the definition of the NACE Rev.1), the raw data collected from the reporting units have to be aggregated. According to the foreseen utilisation of the variable, the choice of the observation unit and the choice of the aggregation method are done according to two different approaches:

- **enterprise approach:** in this case, the activity is measured from the point of view of the decision process of the enterprise. The head of a business might have to arbitrate between several activities according to the overall strategy followed at the enterprise level. The collected variables are then indicators of the enterprise's situation and their measure includes secondary activities. The values collected correspond to the turnover of the whole enterprise and they are reported under its main activity. The secondary activities can differ very much from the main activity and belong to a separate NACE Rev.1 division. The resulting aggregate for a given activity thus contains part of the value of other not related activities.
- **industry approach:** in this case, activity is measured from the angle of production understood as "what is produced". The observation units are kind-of-activity units that group all the parts of an enterprise contributing to the performance of an activity at the 4-digit level of NACE Rev.1. The KAU is an operational unit devised to improve the homogeneity of the measurement of activity. The resulting aggregates are then more homogeneous than those obtained by the enterprise approach.

Orders indices follow the evolution of demand as addressed to a given industry. Turnover follows the response of a given industry to this demand. To a certain extent, these variables can then be regarded as leading indicators of the production in a given industry. Data must then be supplied in a form that gives the possibility to evaluate the fluctuations of the variables in terms of markets that relate to this specific industry. Because it relates to a more homogeneous definition of activity aggregates, the **industry approach** appears to be the most appropriate to collect these variables.

1.3 Data collection

Data collection by means of a survey for the quantitative indicators of turnover and new orders is rather simple in its principle and does not call for a great variety of methods. The values of turnover and of new orders are usually available as company accounting headings or from other systems of information of the reporting unit.

When both variables are collected, they are reported on the same questionnaire and with the same periodicity.

2. TURNOVER

2.1 Definition

Turnover corresponds to the value of what is sold during a reference period whether it is taken from stocks or from the production of the reference period. The variable is defined in the methodological handbook in the following way:

- Turnover comprises the totals of products and services invoiced by the observation unit during a reference period.
 - ⇒ Turnover excludes all taxes which fall on products and services when they leave the factory as well as the value added tax invoiced to the client by the producer.
 - ⇒ On the other hand, turnover includes all charges invoiced to the client such as transport and packaging costs.
 - ⇒ Price rebates and discounts and allowances on returned goods have to be deducted from the value of turnover, but not cash discounts. Price reductions, rebates and bonuses conceded later to clients, for example at the end of the year should not be taken into account.

All countries follow this definition of turnover based on the ex-works value of goods.

2.2 Index calculation

2.2.1 Type of index and weighting system

The compilation of the turnover index is rather simple. Most countries first calculate simple basic ratios of the value of turnover in the current year by the value of turnover in the base year. These basic indices correspond to the lowest NACE Rev.1 level they calculate. They then are aggregated to higher levels of the classification on the basis of fixed weights corresponding to the value of turnover in the base year.

2.2.2 Deflation of the turnover index

Three countries, Denmark, Netherlands and United Kingdom use the turnover index to derive their production index. The turnover index is thus a central piece of their system of short term indicators. Deflation methods are described in details in part III, paragraph 13 in the Methodological Handbook, in particular it is shown how a Laspeyres volume index is obtained by deflating the value index with a Paasche index of output prices, and vice versa.

Three other countries, Germany, Italy and Sweden, calculate a volume index of turnover for aggregates in addition to a simple value index. However, they also compile a production index based on a survey. They calculate Paasche volume indices as only Laspeyres price indices are available as deflators.

2.3 Sources

Turnover data can be obtained not only by means of a statistical survey but also by using the VAT registers. The use of such an administrative source has the double advantage of reducing the statistical burden on enterprises, as well as the costs induced by the organisation of a short term statistical survey. However, the resulting statistics are submitted to contingencies on which the statistician has no influence.

- the periodicity and delays are those of the tax administration and do not necessarily correspond to the monthly frequency advocated by the European Directive;
- the reporting units are fiscal units (VAT reporting enterprise) that do not break down the information according to the kind-of-activity unit. The resulting statistic is then inappropriate to the industry or market analysis recommended above.

France is still using this collection system based on a enterprise approach. Being aware of the drawbacks of the method, the Belgian INS recently changed its system based on VAT registers to a statistical survey.

3. ORDERS

3.1 Definition

3.1.1 Purpose of the indicator

Orders are observed with regard to future production activity but from the enterprise's point of view they correspond to the expected turnover of the observation unit. A unit can fulfil an order by producing the goods and services itself, by sub-contracting all or parts of the production or through resale.

The statistician is facing a trade-off between the practical constraints of data collection and the ideal definition of orders that would correspond to the purpose for which the variable is collected: a leading indicator of production.

As a consequence, orders fulfilled through resale are not included in the definition of orders as the observation unit is clearly not involved in the production of these goods or services.

On the contrary, the definition of orders includes sub-contracted goods and services as the observation unit can be partly involved in the production process.

3.1.2 Definition

The following definition is laid down in the methodological handbook:

Orders are defined as the value of all legally binding contracts linking a producer and a consumer and relating to future deliveries by the producer of goods and related industrial services.

Included in orders are:

- orders for goods and related industrial services to be manufactured in the different KAUs of an enterprise,
- orders for goods and related industrial services to be manufactured partially or totally by subcontractors.

Deducted from the value of orders are:

- all taxes directly linked to the products such as VAT,
- rebates and discounts when they are given at the moment of contract

Excluded from the value of orders is resale without further processing.

New orders correspond to the orders received by the observation unit during the reference period net of any cancellations¹.

Stocks of orders² correspond to all unfilled orders at the end of the reference period. Orders are removed from the stock of orders when they are invoiced.

3.1.3 The relationship between new orders and stocks of orders

Netherlands and United Kingdom only collect stocks of orders and derive the value of new orders from stocks of orders and turnover:

$$NO_t = T_t + (SO_t - SO_{t-1})$$

NO_t : New Orders in month t

T_t : Turnover in month t

SO_t : Stocks of orders in month t

Other countries such as Denmark or Italy who collect data for both orders variables and for turnover use this formula as a plausibility check.

3.1.4 Why should cancellations be recorded in the new orders?

During the seminar on new orders held in Luxembourg on the 30-31 May 1996, the issue of where to include cancellations was discussed. Eurostat's position is the following.

Cancellations are part of the information on the market conditions. They indicate that part of the demand is withdrawing. Ideally, they should be recorded as a separate series as it is done in Austria. If this is not the case, cancellations should be recorded with new orders in the month when they occurred. The "new order" variable accounts for the state of demand during the reference period and thus should also indicate signs of withdrawal.

Recording cancellations in the stocks of orders would result in a loss of information. When analysing the evolution of stocks of orders, a diminution of this variable can either be due to a fall in the demand (less new orders) or to concentration of production in time (higher number of orders fulfilled during the reference period). Hence, information on the withdrawal of demand and the timing of this withdrawal are lost.

Among the nine Member Countries collecting orders information, one collects cancellations in a separate series (Austria), five include them in the new orders series (Denmark, Luxembourg, Netherlands, Sweden and United Kingdom), one includes them in the order books (Italy) and two do not take them into account.

¹ This implies that if cancellations are very high, new orders for a given period can be negative.

² The 1972 Directive only envisaged the collection of new orders, therefore the methodological reports only describe this variable.

3.1.5 Summary of inclusions / exclusions in the definition of new orders

	Cancellations of orders	Resale	Industrial services	Rebates and discounts ³
B	NO	NO	YES	YES
DK	YES	NO	YES	YES
D	NO	NO	YES	
I	with stocks ⁴	YES	YES	YES
L	YES	NO	YES	NO
NL	YES	NO	YES	NO
A	as a separate series ⁵	NO	YES	
SW	YES			
UK	YES	YES	YES	

3.2 Type of index and weighting system

The compilation of a value index of orders follows the same principles as for the turnover index. However, the difficulties arise when defining the weights as orders are usually not collected exhaustively in the frame of a structural survey. Germany is the only country that have exhaustive new orders data available in the base year. Other countries for which these data are not available use the turnover of the base year as weights. A better solution is used by Italy: the value of orders in the base year is estimated on the basis of a sample survey and the ratio of orders to turnover in the sample is applied to the total turnover of an activity to obtain its weight.

The following countries calculate a volume index of new orders that is useful for comparison with the production index: Germany, Sweden and United Kingdom.

3.3 Sources

Apart from specific sectors of activity such as the construction sector (building permits) or sectors for which the State is the main client, data on new orders are not available from administrations. New orders data can only be obtained through statistical surveys. However, a new orders index can be calculated from two different sources:

- either from **quantitative information** corresponding to the value or quantity of orders received by a unit,
- or from the so-called "**qualitative information**" obtained by asking business heads to state on the trend (increasing / stable / decreasing) of their enterprise orders books level.

Some NSIs calculate both types of indices (Denmark, Luxembourg, Netherlands).

Other NSIs only calculate a quantitative index, knowing that qualitative business surveys are carried out by independent institutes (Belgium, Germany, Italy, United Kingdom).

Another group of countries only calculate a "qualitative" index which is less costly (Greece [only order books], France, Ireland, Portugal).

3.4 Activity coverage

Orders data are only collected for a number of activities that are considered to work to orders. The methodological handbook gives a list of activities to be covered at the NACE Rev.1 2-digit level according to the new Regulation. This list is the result of a compromise reached after several task force meetings held with Member States who all collect or plan to collect orders data. The mandatory activities are marked with an asterisk in the table below.

³ Rebates and discounts are deducted from the value of new orders only when they are given at the moment of contract.

⁴ Italy takes account of cancellations in the stocks of orders and not in new orders.

⁵ Austria collects data on cancellations that are available as a separate series.

Among the countries that collect orders data, all indices refer to activities belonging to the manufacturing industries (NACE Rev.1 section D) with the exception of Denmark that also compiles an index for section C on the basis of turnover data.

In the table below activities between brackets (...) are not available in Eurostat's database yet.

Available Activities for the New Orders index, by country:

NACE Rev.1 divisions		B	DK	D	I	L	NL	A	S	UK
Other mining and quarrying	14		22							
Food and beverages	15		333							
Tobacco	16		22							
Textiles*	17	(22)	22	4444	333	22	333	22	22	
Clothes*	18		22	4444	333	22	22	22	22	
Leather	19	(22)	22	333	333		333	(22)	(22)	
Wood	20	(22)	22	333	333		22	(22)	(22)	
Paper*	21	(22)	22	4444	333	22	333	(22)	(22)	
Printing and publishing	22		333	4444		22				
Coke and petroleum	23		22							
Chemicals*	24	(22)	22	4444	333	333	(333)	(22)		
Rubber and plastic products	25		333	4444		333		(22)		
Other non-metallic mineral	26		22	4444		22		(22)		
Basic metals*	27	(22)	22	4444	333	333	333	22	22	
Fabricated metal products*	28	(22)	22	4444	333	333	333	22	22	(22)
Machinery and equipment*	29	(22)	333	4444	333	333	333	(22)	(22)	(22)
Office machinery*	30	(22)	22	4444	333		333	(22)	(22)	(22)
Electrical machinery*	31	(22)	22	4444	333	333	333	(22)	(22)	(22)
Radio, TV, telecom, etc.*	32	(22)	22	333	333		333	(22)	(22)	(22)
Medical and precision equip.*	33	(22)	22	333	333	333	333	(22)	(22)	(22)
Car industry*	34	(22)	22	333	333	22	333	(22)	(22)	
Other transport equipment*	35	(22)	22	333	333		333	(22)	(22)	(22)
Furniture	36	(22)	22	333	333		333	(22)		

22 Data are available at the 2-digit level only. In some cases, one 3-digit level activity is also available.

333 Data are available at the 2- and 3-digit levels.

4444 Data are available at the 2-, 3- and 4-digit levels.

4. Summary tables

Turnover index

	Source	NACE Rev.1 Coverage (level of detail)	Breakdown by markets	Approach	Reporting unit / Observation unit	Type of index ⁶ (base year)	Frequency (timeliness)
B	Survey	C, D & E (3 digits)	no breakdown	Industry	enterprise / KAU	Absolute figures	M (75 days)
DK	Survey	C, D & 23.2 (2 digits)	domestic / exports	Industry	enterprise / KAU	L (1990)	M (35 - 45 days)
D	Survey	C, D & E (4 digits)	domestic / exports	Industry	local unit (Betrieb) / KAU	L & P vol. (1990)	M (40 days)
GR	no data						
E	no data						
F	Tax authorities	C, D & E (3 digits)	(domestic / intra-EC / extra-EC) ⁷	Enterprise	enterprise (legal unit)	L (1990)	Q (90 days)
IRL	Survey	C, D & E	no breakdown	Industry	Local KAU	L (1980) ⁸	M (100 days)
I	Survey	C & D (3 digits)	domestic / intra-EC / extra-EC	Industry	enterprise / KAU	P vol. (1990)	M (70 days)
L	Survey	C, D & E (3 digits)	domestic / intra-EC / extra-EC	Industry	enterprise / KAU	L chained (1990)	M (90 days)
NL	Survey	D & E (3 digits)	domestic / exports	Enterprise	enterprise / KAU	L (1990)	Q ⁹ (60 days)
A	no data						
P	Survey	C, D & E (2 digits)	domestic / intra-EC / extra-EC	Enterprise	enterprise	L (1993)	M (100 days)
FIN	no data						
S	Survey	C & D (4 digits)	domestic / exports	Industry	enterprise / KAU	P vol (1990)	M (60 days)
UK	Survey	C, D & E (4 digits)	domestic / exports	Industry	enterprise / KAU ¹⁰ (LE)	L (1990)	M (45 days)

⁶ L: Value index with fixed weights for the aggregates, P vol.: Paasche volume index.

⁷ This breakdown will only be available in the future

⁸ Data are published with base 1980=100 but the weights refer to 1982.

⁹ Data are compiled quarterly but monthly estimations are also available.

¹⁰ The observation unit is the KAU for large enterprises only

New orders index

	Breakdown by markets	Approach	Reporting unit / Observation unit	Cancellations of orders	Type of index ¹¹ (base year)	Weights ¹²	Frequency (timeliness)
B	domestic / exports	Industry	enterprise / KAU	Yes (in the future)	Absolute figures		M (75 days)
DK	domestic / exports	Industry	enterprise / KAU	Yes	Value index (1990)	T_T (Q census)	M (35 - 45 days)
D	domestic / exports	Industry	local unit (Betrieb) / KAU	No	Value index + P vol (1991)	NO_T (census in the base year)	M (40 days)
GR							
E							
F							
IRL							
I	domestic / intra-EC / extra-EC	Industry	enterprise / KAU	In the stocks of orders	L (1990)	$(NO_S/T_S) \cdot T_T$ (sample survey in the base year)	M (70 days)
L	domestic / intra-EC / extra-EC	Industry	enterprise / KAU	Yes	L (1990)	T_T (base year)	M (90 days)
NL	domestic / exports	Enterprise	enterprise / KAU	Yes	L chained (1990)	NO_t (base year)	Q^{13} (60 days)
A	domestic / intra-EC / extra-EC	Industry	enterprise / LKAU	As a separate series	Absolute figures		M (90 days)
P							
FIN							
S	domestic / exports	Industry	enterprise / KAU	Yes	Pvol (1990)		M (60 days)
UK	domestic / exports	Industry	enterprise / KAU ¹⁴ (LE)	Yes	L + vol. index (1990)	Gross value added	M (45 days)

¹¹ L: Value index with fixed weights for the aggregates, P vol.: Paasche volume index.

¹² T_T : Total turnover, NO_T : Total New Orders, T_S : Turnover in sample, NO_S : New Orders in sample,

¹³ Data are compiled quarterly but monthly estimations are also available.

¹⁴ The observation unit is the KAU for large enterprises only

Structure of the reference database

For each country and each indicator, the reports are structured according to the different steps of the data processing, in the following way:

◆ GENERAL INFORMATION

Summary

◆ INSTITUTION

Institution responsible

- Address of responsible institution
- Phone and Fax numbers
- Unit in charge
- Exceptions on institution

Person in charge

Number of people employed

Total cost of statistics

◆ REGISTERS, CLASSIFICATIONS AND UNITS

Register

Classification of activities

- Name of the classification of activities
- Correspondence with NACE

Geographical classification

Definition of units

◆ LEGISLATION

Legal base

Obligation to respond, penalties

Confidentiality (law)

◆ COVERAGE

Activities covered

- NACE covered
- Segments not covered

Total size class covered

Geographical area covered

Number of existing units

◆ NATIONAL CONCEPT OF VARIABLE

Theoretical concept of variable

Characteristics of variable

- Type of index
- Base year
- Method of weighting

◆ DATA COLLECTION

Sources

- Name of source

Collection technique

Basic (raw) input collected

Sampling

- Sampling method
- Criteria for stratification
- Threshold for data collection
- Number of queried units

Response rate

Periodicity of collection

Expected progress in data collection

◆ COMPILATION OF DATA

Delays for final index

Activities calculated

Links to other statistics

Links to other periodicities

Further treatment of data

- Correction of working days
- Seasonal adjustment

◆ DATA DISSEMINATION

Name of the publication

Published activities

Breakdowns and aggregations

Regional aspect

Treatment of confidential data

◆ LINK TO EUROSTAT

Mode of data transmission

Transmission deadlines

Intended harmonisation

Transition to NACE.Rev.1

TURNOVER INDEX

BELGIUM

General information

Summary The Belgian Statistical Office produces monthly data for turnover basically covering mining and manufacturing industries and energy (sections C, D & E of NACE Rev.1). Most data available are collected through the monthly PROCOM inquiry and from additional surveys meant to cover the activities not included in the scope of the Prodcum survey. These data are presented in absolute figures.

Institution

Address of responsible organisation Institut National des Statistiques / Nationaal Instituut voor de Statistiek
Rue de Louvain, 44
B - 1000 BRUXELLES

Phone & fax tel. (32) 2 548 65 08
fax. (32) 2 548 62 54

Unit in charge Institut National des Statistiques / Nationaal Instituut voor de Statistiek
Prodcum - statistiques conjoncturelles de l'industrie.

Exceptions concerning institution Most data are collected through the monthly PRODCOM survey mainly designed for industrial production. Data for the activities not covered by this survey are collected via specific inquiries carried out by the same INS department (cf. details under item 41100: "activities covered"). Data for iron and steel (NACE Rev.1 27.10) are provided by the main professional association in this branch in the frame of a ECSC directive. Data for the production of electricity and gaz (resp. NACE Rev.1 40.10 and 40.20) are provided by professional associations.

Person in charge Mr. Bergmans is in charge of the turnover and new orders data being namely responsible for the PRODCOM survey as well as for the other short term industrial surveys (including the construction sector) [NACE Rev.1 sections C to F].

Registers, classifications and units

Register The main register used is the register of enterprises that correspond to the integration of two files: the VAT register and the ONSS register (Social security system). In some cases, the same enterprise is registered in the ONSS file under several different accounting categories corresponding to different managing committees. Regional information is, in principle, available from the different regional ONSS offices. All these registers are used to build up the coverage of the PRODCOM survey as well as of the other short term industrial surveys. On this basis, the coverage of the reference population is increased and the identification of the units is improved in the frame of different projects revising the registers. Notably, the DB-RIS project aims at registering each unit under a unique and appropriate NACE code. As far as possible, secondary activities of enterprises are identified. Finally, the INS uses lists of members of professional associations to trace potential reporting units for these surveys.

Classification of activities The classification of activities used is the NACE Rev.1. Data are available in NACE Rev.1 from 1994 onwards.

Registers, classifications and units

Geographical classification	The criterion for geographical classification is the "commune". Each questionnaire is codified according to the 5-digits INS statistical code for the commune. In the future, the INS foresees to publish the data according to the following three great regions: <ul style="list-style-type: none"> - the Flemish region, - the Walloon region, - Brussels - capital city.
Definition of units	The observation unit used for the PRODCOM inquiry is the local kind-of-activity unit belonging: <ul style="list-style-type: none"> - either to an industrial enterprise employing 10 persons or more or which turnover exceed 100 million BFR, - or to a non-industrial enterprise with an industrial secondary activity employing 20 persons or more or which turnover exceed 100 million BFR. The units used for the specific surveys are enterprises employing 20 persons or more as laid down in the 1972 Directive on short term indicators. The reporting unit is generally the local unit or the enterprise. The definitions of the enterprise, the KAU and the local unit correspond to the definition laid down in the european Regulation on units.

Legislation

Legal base	In application of the PRODCOM Regulation, namely the Council Regulation (EEC) No 3924/91 of 19 December 1991 on the establishment of a Community survey on industrial production, several "Arrêtés Royaux" were taken to define the legal base for the PRODCOM survey in Belgium. The surveys concerning the activities not covered by PRODCOM are carried out under the legal frame of several Royal and Ministerial Acts.
Obligation to respond & penalties	The obligation to respond relies on Royal and Ministerial Acts and the Law of July 4, 1962 relating to governmental statistics.
Confidentiality (law)	The law ruling confidentiality is the same than the one ruling all statistics. (cf."legal base") that is the Law of July 4, 1962 modified on August 1st, 1985.

Coverage

Activities covered	The turnover data available from the INS cover NACE Rev.1 sections C, D & E. The turnover data collected through the PRODCOM survey cover NACE Rev.1 sections C & D except for classes 15.11 (production and preserving of meat) and 15.51 (operation of dairies and cheese making), divisions 23 (coke, refined petroleum & nuclear fuel) and 37 (recycling) that are collected through specific enquiries. Data for group 27.1 (iron and steel) are provided by the main professional association that collect it in the frame of ECSC directives. Data for section E are partly obtained from professional association (division 40: production and distribution of electricity, gaz and steam and water) and partly subject to a specific exhaustive survey (division 41: collection, purification and distribution of water).
Total size class covered	The threshold for the PRODCOM survey (NACE Rev.1 sections C&D) is Kind-of-activity units belonging to enterprises employing 10 persons or more or which turnover amounts to 100 millions BFR or more. If the KAU is indentified as industrial but belongs to a non industrial enterprise, the threshold is 20 persons or more or a turnover of 100 millions BFR. The threshold for the specific enquiries covering activities not included in the PRODCOM survey is 20 persons employed or more except for divisions 23, 37 & 41 where the survey is exhaustive.
Geographical area covered	Data are available for Belgium, but it is foreseen to breakdown the results according to the following regions : Flanders, Wallony, Brussels (see "geographical classification", item 23000).

Coverage

Number of existing units	<p>In 1995, the population is estimated to</p> <ul style="list-style-type: none"> - 7000 observation units for the PRODCOM survey; - 200 in classes 10.10, 15.11, 15.51, 23.30 and 37; - 6 for the production of coke and 5 for the production of petroleum oil; - 16 for iron and steel; - 6 for the production of gaz, 27 for electricity and 237 for water. <p>For each branches 90% of the production is covered.</p>
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National concept of variable

Theoretical concept of variable	<p>For the data obtained from the Prodcum survey, the definition of turnover corresponds to the value of deliveries for the Belgian and foreign markets, contract processing for enterprises located abroad, industrial services and treatments provided to third parts. The value is based on ex-works prices including transport and packaging costs.</p> <p>The value excludes VAT and separately charged freight costs and rebates and discounts have to be deducted.</p> <p>For the data obtained through the specific surveys, the turnover comprises only the totals invoiced to third parts for the delivery of products paid at ex-works prices or for services such as "contract processing", including packaging and transport costs when these operations are undertaken by the reporting unit.</p> <p>Are excluded from this definition, internal deliveries and trading activities.</p>
Type of index	Absolute figures are provided.

Data collection

Data Sources	<p>Most data are collected through the monthly PRODCOM survey mainly designed for production statistics (NACE Rev.1 sections C & D).</p> <p>Data for the activities not covered by this survey (NACE Rev.1 15.11, 15.51, 23, 27.1, 37 and section E) are collected via specific inquiries carried out by the same department</p> <p>Data for iron and steel are provided by the main professional association in this branch.</p> <p>Data for the energy sector is provided by professional associations.</p>
Collection techniques	<p>Data are collected through six different PRODCOM questionnaires:</p> <ul style="list-style-type: none"> Q1: basic questionnaire without production variables, Q2: full questionnaire for total production, Q3: for sold production, Q4: textile industry, Q5: cement industry, Q6: metal works.
Sampling method	Data collection is based on a general census of all the population above the thresholds defined under item 64400: "Threshold for data collection".
Thresholds for data collection	<p>The threshold for the PRODCOM survey (NACE Rev.1 sections C&D) is kind-of-activity units belonging to enterprises employing 10 persons or more or which turnover amounts to 100 millions BFR or more.</p> <p>If the KAU is indentified as industrial but belongs to a non industrial enterprise, the threshold is 20 persons or more or a turnover of 100 millions BFR.</p> <p>The threshold for the specific enquiries covering groups is 20 persons employed or more except for divisions 23, 37 & 41 where the survey is exhaustive.</p>
Surveyed units	<p>In 1995, the population is estimated to 7000 reporting units for the PRODCOM survey, 200 in the classes 15.11, 15.51 and 37, 200 in group 27.1, half a dozen in the division 23.</p> <p>For each branches 90% of the production is covered.</p>
Response rate	The response rate is close to 100%.

Data collection

Periodicity of collection Data are collected monthly.

Compilation of data

Delays for final index The turnover data are available 3 months after the end of the reference month.
Calculated activities Data are available at the 3-digits level of NACE Rev.1
Correction of working days No calendar adjustment is done.
Seasonal adjustment The seasonal adjustment method is based on non-centered moving average on the last 12 months.

Data dissemination

Name of publication Turnover data are published together with production and the employment data in the national monthly publication "Industriële Statistieken (NL) / Statistiques Industrielles (FR)" and in the weekly "Weekbericht (NL) / Communiqué Hebdomadaire (FR)".
Classification of activities used for dissemination The classification of activities used for dissemination is the NACE Rev.1.
Activities disseminated Data are presented at the 3-digits level of NACE Rev.1 in the publications.
Regional aspect It is foreseen to break down the data according to the main regions Flanders, Wallony and Brussels.
Treatment of confidential data Confidential data are treated by aggregation before being published.

Link to Eurostat

Mode of data transmission Turnover data are still sent on paper, but this situation will improve as the use of teletransmission (STADIUM) is one of the main priorities of the INS for the first half of 1996.
 Since the end of 1995 data are transmitted 3 months after the end of the reference month.

DENMARK

General information

Summary The Danish Statistical Office calculates a monthly index of turnover which basically covers the mining and manufacturing industries (NACE Rev.1 sections C and D). It is a Laspeyres index with a base year of 1990.

Institution

Address of responsible organisation Danmarks Statistik
Sejrøgade, 11
Postboks 2550
DK - 2100 KÖBENHAVN Ö

Phone & fax Tel. : (45) 39 17 35 55
Fax. : (45) 31 18 48 01

Unit in charge 8.kontor, Sektion for Konjunkturstatistik for industri

Exceptions concerning institution Energy data has not been collected since the implementation of NACE Rev.1. No other organisation is involved in the production of the Turnover indices.

Person in charge Mr Casper Larsen (Head of Section).

Number of people employed The work connected with each indicator is not carried out by a set number of staff. Altogether, twelve persons (including two graduates) work on industrial, social and price indices.

Total costs of the statistic The total cost of the turnover index is not known.

Registers, classifications and units

Register The name of the register is "Det Centrale Erhvervsrister" (The Central Business Register). It is based on Value Added Tax information. It is updated using monthly, quarterly and annual data from the VAT authority and surveys such as PRODCOM, the Annual Structural inquiry and short term indicators.

Classification of activities The classification of activities used by Danmarks Statistiks was the DSE 77 (Danmarks Statistiks Erhvervsgrupperingskode af 1977) based on ISIC/rev.2. Since January 94, the classification of activities used by Danmarks Statistiks is the DB93 (Dansk Branchekode 1993).

Correspondence with Nace/Rev.1, ISIC The Danish version of NACE Rev.1 is called DB93 and is fully compatible with NACE Rev.1.

Geographical classification No geographical classification is used in the calculation of short term indicators.

Definition of units The units used are the "kind-of-activity units" in the sense of EUROSTAT's definition.

Legislation

Legal base "Lov om Danmarks Statistik", last amended in 1992.

Obligation to respond & penalties Fines are set by the national authorities.

Confidentiality (law) There is no specific law ruling confidentiality, but there is a well established national practice.

Coverage

Activities covered	The population basically covers mining and manufacturing industries (NACE Rev.1 sections C and D).
Segments not covered	NACE Rev.1 Section E (Energy) is not covered by the population of reference.
Total size class covered	All units employing 20 persons or more are taken into account in the population.
Geographical area covered	The area covered by the survey is Denmark [Greenland not included].
Number of existing units	There are approximately 3000 enterprises in the population of reference.

National concept of variable

Theoretical concept of variable	The definition of turnover includes invoices, costs such as transports and packing itemized separately on invoices, subsidies and ex-works selling prices. Rebates and discounts are deducted. VAT and all other taxes which fall on products and services when they leave the factory are excluded as well.
Type of index	The turnover index is a simple value index with a fixed base year. It is calculated monthly.
Base year	The base year is at present 1990.
Method of weighting	The basic indices are weighted according to the enterprises' turnover. The weighting system is based on grossed-up results. There are grossing-up factors for about 80 branches and 4 size groups based on turnover figures taken out of the quarterly general census (PRODCOM).

Data collection

Name of source(s)	No other type of source than a statistical survey is used to work out the turnover index.
Collection techniques	Data are collected by questionnaire.
Basic input collected	The information collected are value data and are not derived from other sources.
Sampling method	Sample survey. The statistical units are chosen at random and the sampling method is similar to a multi-stage stratification.
Criteria for stratification	The sample is stratified by branch and size. Large enterprises employing more than 200 persons engaged in industrial activities (approx. 300 units) are surveyed exhaustively. Smaller undertakings, with 100-199, 50-99 and 20-49 persons employed are progressively less likely to be included in the sample. Percentages for each strata depend on the structure of the industrial branch.
Thresholds for data collection	The threshold for data collection is generally 20 persons employed or more. The selection of units for the sample is done on the basis of industrial category and size. Large enterprises with more than 200 employees are all included. A sample is drawn for units employing between 20 and 199 persons (cf. criteria for stratification above).
Surveyed units	1500 enterprises, 1600 kind-of-activity units and 2200 local units are surveyed, which represents a universe of 3000 enterprises.
Response rate	The response rate at the time of the first publication is 90 % and after three months the response rate is 100%.
Periodicity of collection	All short term information is monthly.
Expected progress in data collection	In the near future, no improvements are planned with regard to either speed or coverage. Various possible improvements would depend on revision of the 1972 Directive.

Compilation of data

Delays for final index	The index is considered definitive after the second revision, as up to two corrections are normally carried out. The first version of the index is published 5 to 6 weeks after the month of reference, the first and second revision takes place 1 and 2 months later.
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Compilation of data

Estimations	The estimation procedure for non-responders and non-selected units follows the description given in the Manual of Methodology on Short Term Industrial Indicators written by B. Feldmann.
Calculated activities	The Denmark Statistics database contains 30 national groupings.
Links to other statistics	The danish production index is a volume index of turnover.
Links to other periodicities	There is no link to other periodicities.
Correction of working days	There are no corrections for variations in the number of working days, though data for four or five weeks are corrected to a calendar month.
Seasonal adjustment	No seasonal adusment is calculated from the turnover data.

Data dissemination

Name of publication	Turnover data are published in the "Månedlig ordre- og omsætningsstatistik for industri (Statistikservice)".
Classification of activities used for dissemination	Data are disseminated through groupings of DB93. Eurostat recieves information at the 2-digit level of NACE Rev.1 and at the 3-digit level for some significant activities.
Activities disseminated	The breakdown by branch is based on the NACE Rev.1 branch classification and is set out in such a way to illustrate the orders and turnover trend in Denmark's most important industrial branches. Danmark Statistics sends 53 NACE Rev.1 activities from the section level to the 2-digits level. Eurostat calculates the main economical groupings in addition: 57 partly estimated activities are then available in Eurostat's database.
Aggregations	The usual aggregations of broad economic categories are calculated: intermediate goods, capital goods, consumption goods.
Breakdowns	There are no breakdowns beyond branch level. However results are broken down by domestic market and exports.
Regional aspect	No regional breakdown exists.
Treatment of confidential data	None of the data transmitted to Eurostat are to be treated as confidential.

Link to Eurostat

Mode of data transmission	Data are transmitted to EUROSTAT by teletransmission (STADIUM).
Transmission deadlines	Data are transmitted 35 to 45 days after the end of month t.
Intended harmonization	Harmonisation will depend on the revision of the 1972 directive.
Transition to NACE Rev.1	The full system for using NACE Rev. 1 was ready in Spring 1994. The production of estimated data on the basis of NACE Rev. 1 was introduced in 1994.

GERMANY

General information

Summary The German Statistical Office calculates monthly indices basically covering manufacturing industries (NACE Rev.1 section D). Data are presented in nominal values or in Paasche volume indices with base year 1991.

Institution

Address of responsible organisation Statistisches Bundesamt
Gustav-Stresemann-Ring, 11
D - 6200 WIESBADEN 1

Phone & fax Telephone: (0611) 75-1 21 92 / 24 93
Telefax: (0611) 724000

Exceptions concerning institution The data collection is made by the regional Statistical Offices (State Authorities) on behalf of the central office which prescribes the methods for that.

Person in charge Mining and manufacturing industries and construction : Dr. Norbert Herbel.

Number of people employed There are 7 persons employed to carry out the turnover index, this doesn't include the staff in charge of data-processing and data collection. This staff is also responsible for the new orders index.

Total costs of the statistic The total cost of the statistic is unknown. These figures are not available, especially not from the regional Statistical Offices, and also not comparable one to another.

Registers, classifications and units

Classification of activities The national nomenclature is the so called SYPRO (version 1979). Now (from January 95), the nomenclature used is the NACE Rev.1

Definition of units Enterprises and local units in the sense of EUROSTAT's definitions are the types of unit used to work out turnover data.

Legislation

Legal base The main law ruling the working out of statistics in Germany is the Constitution General law on statistics (version 1987). In addition, there are two other laws concerning industrial statistics : Law on the Statistics of Manufacturing Industries (version 1980); Law on the Statistics of Construction (version 1978).

Obligation to respond & penalties Irregularities against the obligation of statistical information are punished with a fine of up to 10000 DM. The violation of confidentiality is punished with imprisonment and/or a fine.

Confidentiality (law) According to the statistical laws described above, violation of confidentiality is punished with imprisonment and/or a fine.

Coverage

Activities covered The activities covered by the population of reference are the manufacturing industries (section D of NACE Rev.1).

Coverage

Segments not covered	Industries producing fission products are not included in the population of reference. Furthermore, turnover data are not collected from: - mining industries [NACE Rev.1 section C], - mineral oil refining [23.2], - some consumer goods industries (musical instruments [36.3], toys [36.5], jewellery [36.2], wood-working [20], rubber manufacture [25], food and tobacco industry [15, 16]) - and interior work of construction [45.4].
Total size class covered	All units employing 20 persons or more are included in the population of reference.
Geographical area covered	The geographical area covered by the survey is Germany in the borders after unification, i.e. borders as of 3 October 1990. Data collection in the new "Länder" is still not as perfect as in the old territory. There is a lack of disaggregated data.

National concept of variable

Theoretical concept of variable	The turnover indicators are meant to show the development of turnover in value (domestic and external). There are indices of the trend of turnover and of deflated turnover.
Type of index	Indices in nominal values are calculated by simple comparison with the figures of the base year. Indices in volume are Paasche-indices.
Base year	The base year is 1991.
Method of weighting	Weighting is based on turnover from 1991.

Data collection

Collection techniques	100% of the data collection is done with the aid of questionnaires (monthly report).
Basic input collected	The basic information collected is turnover in value excluding VAT.
Sampling method	All local units with 20 or more employees must report. The share of local units with less than 20 employees is not known.
Thresholds for data collection	Local units with less than 20 employees are only queried if they belong to an enterprise employing more than 20 persons. They only have to report if they produce the selected representative products. Units with less than 20 persons employed are not queried.
Surveyed units	54 000 units are queried in manufacturing industries.
Response rate	The response rate is close to 100%.
Periodicity of collection	Data for turnover are collected monthly.
Expected progress in data collection	First priority of the Statistische Bundesamt is the introduction of the statistical program in the five new Länder (states) after unification.

Compilation of data

Delays for final index	The publication of the final index depends on the number of existing reports. The index is final 12 months after the month under review at the latest.
Calculated activities	109 4-digits classes (of 240 branches of the manufacturing industry) are calculated. Nominal values are also available from the non-calculated branches as far as data collection is done. Data for 234 activities from the 2-digits to the 4-digits level are transmitted to Eurostat by the Statistisches Bundesamt and 269 partly estimated activities (including the main economical aggregates) are available in EUROSTAT in an index form.

Compilation of data

Links to other statistics	Statistics on producer prices are used to deflate nominal values and to obtain a volume index of turnover.
Links to other periodicities	Data collections for the production, producer prices and the labour input indicators have the same periodicity.
Correction of working days	The turnover index is not corrected for working days.
Seasonal adjustment	The Statistische Bundesamt uses the so called "Berliner Verfahren", version 4 (BV4). Data adjusted by X11 are published by the Central Bank.

Data dissemination

Aggregations	Aggregations are made according to 24 main branches of the manufacturing industry ; further aggregations are intermediate goods industry, capital goods industry, durable and non-durable consumer goods industry and manufacturing industry.
Breakdowns	Turnover values are splitted between domestic and external markets.
Regional aspect	Regional figures are available, published by the regional state offices. Owing to regulations on confidentiality the regional statistics are more aggregated.
Treatment of confidential data	Data for atomic fission goods are confidential.

Link to Eurostat

Mode of data transmission	Data are transmitted by teletransmission and through a monthly report.
Transmission deadlines	Data are transmitted to EUROSTAT 6 weeks at least after the month of reference.
Intended harmonization	Full adjustment of the data collections to NACE Rev.1 is planned for 1995.
Transition to NACE Rev.1	From January 1995 onwards data will be collected in NACE Rev.1. Estimations are made since 1991.

FRANCE

General information

Summary The French Statistical Office calculates a monthly index basically covering mining and manufacturing industries (divisions 1-4 of NACE/70) and construction (division 5 of NACE/70). For some branches the index is only worked out quarterly. It is a Laspeyres index which base year is 1985.

Institution

Address of responsible organisation INSEE (National Institute of Statistics and Economic Studies).
18, Bd A. Pinard
F - 75675 PARIS Cedex 14

Phone & fax Tel : (33-1) 41 17 50 94
Fax : (33-1) 41 17 63 27

Unit in charge Department of Registers and Enterprise Statistics (Division ICA).

Person in charge Mr. J. L. Coster is in charge of the indicator.

Number of people employed 3 persons work on preparing and carrying out the surveys.

Total costs of the statistic The costs are 1.5 million FF.

Registers, classifications and units

Classification of activities Level 100 of the NAP classification (2-digit level).

Correspondence with Nace/Rev.1, ISIC INSEE uses a correspondence table between NAP and NACE/70 at a 3 digits level and between NAP and Nace/Rev.1 at a 2 digits level.

Geographical classification No geographical classification is used for short term data.

Definition of units The units are enterprises in the sense of EUROSTAT's definition.

Legislation

Legal base Law No 51711 of June, 7 1951 gives the general framework of the mandatory survey. The yearly statistical program is fixed by decree.

Obligation to respond & penalties Fines can be exacted for withhold of information for 100 to 2 000 FF depending on the importance of the firm.

Coverage

Activities covered The population of reference covers mining and manufacturing industries and construction. That is NACE/70 divisions 1 to 5 or NACE Rev.1 sections C, D, E & F.

Total size class covered Enterprises which turnover is 3 millions FF or more are included in the population of reference.

Geographical area covered The geographical area covered by the survey is France.

National concept of variable

Theoretical concept of variable Turnover comprises invoices, transport, packaging and other costs charged separately, and discounts and other reductions.

National concept of variable

Type of index	Value index with a fixed base year.
Base year	Current base year is 1990.
Method of weighting	Turnover of enterprises in the sector.

Data collection

Data Sources	Data are obtained from administrative sources: they are drawn from the monthly tax returns of enterprises subject to VAT.
Basic input collected	The evolution of a given month compared to the same month of the preceding year is calculated for a constant sample of firms. These rates of change are chained to calculate an index.
Sampling method	Data collection is worked out through a sample covering 80 % of the population in terms of turnover. The sample is compiled by stratification (a single stratum is indicated with a sampling rate of 1).
Thresholds for data collection	The threshold for data collection is expressed in terms of turnover. The sample is drawn among enterprises which turnover is 3 millions FF or more.
Surveyed units	Approximately 20 000 enterprises are surveyed.
Response rate	The response rate rises up to 100 %
Periodicity of collection	Data are collected monthly.
Expected progress in data collection	There are plans to reduce the time taken to produce the index; a time-saving of one month would be significant. From 1994 onwards, turnover will be broken down by market (extra-Community, intraCommunity, domestic).

Compilation of data

Delays for final index	The indices for year n are considered definitive in June of year n+1.
Calculated activities	26 NACE/70-2-digits and 30 NACE-3-digit branches are calculated. EUROSTAT estimates 54 NACE Rev.1 2-digits activities from the NACE/70 data transmitted by INSEE.
Links to other statistics	The same definition of turnover is used in the annual inquiry.
Correction of working days	There is no correction for variations in the number of working days.
Seasonal adjustment	Procedure X11 is used to adjust for seasonal variations.

Data dissemination

Activities disseminated	All calculated branches are also published.
Aggregations	Data are not broken down by source. From 1998 onwards, turnover will be broken down by markets (extra-Community, intra-Community, domestic).
Breakdowns	Indices are calculated for intermediate goods, capital goods, durables and non-durables consumer goods.
Regional aspect	No regional breakdown exists.
Treatment of confidential data	At NACE 2-digit level no data are considered confidential.

Link to Eurostat

Mode of data transmission	Turnover data are transmitted to Eurostat by tape.
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Link to Eurostat**Transmission deadlines**

Data are transmitted to Eurostat 110 days after the end of the reference period.

Intended harmonization

INSEE plans to better the delays.

Transition to NACE Rev.1

The calculation of indices on the basis of NACE Rev. 1 was introduced at the end of 1995.

IRELAND

General information

Summary The Irish Statistical Office calculates a monthly index basically covering mining and manufacturing industries (divisions 1-4 of NACE/70). It is a Laspeyres index with a base year of 1980. Weights from 1982 are used to combine the sectors.

Institution

Address of responsible organisation Central Statistics Office
Skehard Road
CORK
IRELAND

Phone & fax Phone : (021) 359000 ext. 5533
Fax : (021) 359165

Unit in charge Monthly Production Section.

Exceptions concerning institution No other unit is involved in the production of the turnover indices.

Person in charge Mr John O'Sullivan

Number of people employed 17 persons work on the surveys, which also cover data on orders and production.

Registers, classifications and units

Name of register Monthly Industrial Register

Contents of register The register is based on information from Development Agencies.

Updating of register The register is updated constantly using Development Agencies announcements, newspaper articles etc.

Classification of activities The current classification of activities used by the CSO - Irl is the NACE/70. Transition to NACE Rev.1 has already started, it will be used from 1995 onwards.

Geographical classification No geographical classification is used for short term statistics.

Definition of units The units used for the surveys are the "establishments". An "establishment" is a single economic activity conducted at a particular location. (This definition basically corresponds to Eurostat's definition of a local kind-of-activity unit).

Future changes in methodological tools There are no plans to change the methodology in the near future.

Legislation

Legal base There is no legal base apart from EC directive 72/211.

Obligation to respond & penalties No penalties can be applied for withhold of information.

Confidentiality (law) Confidentiality is guaranteed by the Irish Statistical Acts, 1993.

Coverage

Activities covered The turnover data basically covers mining and manufacturing industries (divisions 1-4 of NACE/70).

Coverage

Segments not covered	NACE/70 group 111 is not covered by the turnover data.
Total size class covered	The threshold for inclusion in the survey is 20 or more employees.
Geographical area covered	The geographical area covered by the survey is the Republic of Ireland.
Number of existing units	There are approximately 1600 "establishments" in the population of reference (cf. def. under item "Definition of unit"[26000]).

National concept of variable

Theoretical concept of variable	The definition of turnover comprises invoices, operating taxes and costs charged separately.
Type of index	The turnover index is a simple value index with a fixed base year and represents those units with 20 or more employees.
Base year	For publication, the base year is 1980. For sectoral weightings the base year is 1982.
Method of weighting	The basic indices are weighted by the turnover of enterprises.

Data collection

Data Sources	Data is only obtained through the use of a statistical survey.
Collection techniques	Turnover data are collected by means of questionnaires.
Basic input collected	Turnover data are given in index form in the basic series.
Sampling method	The survey is based on a general census of all units included in the population of reference.
Thresholds for data collection	The threshold for data collection is based on the number of persons occupied. This is currently 20 or more employees
Surveyed units	Approximately 1 600 "establishments" are surveyed.
Response rate	The response rate is 90%.
Periodicity of collection	Data are collected monthly.

Compilation of data

Delays for final index	The index is considered definitive after 13 weeks at the time of publication.
Estimations	The non-responders are estimated for by extrapolating from the latest available monthly data. No manual adjustments are made for outliers.
Calculated activities	35 branches (NACE/70) are available in EUROSTAT. 32 NACE Rev.1 2-digits activities are also estimated by Eurostat.
Links to other statistics	Turnover data are also used to calculate production indices.
Correction of working days	Corrections are made for variations in the number of working days, public holidays and the typical number of days per week worked by the enterprise.
Seasonal adjustment	Procedure X11 is used to adjust for seasonal variations.

Data dissemination

Name of publication	Short term turnover data are released in : - C.S.O. Statistical Release - C.S.O. Statistical Abstract - C.S.O. Statistical Bulletin - Economic series
Classification of activities used for dissemination	The classification of activities used for dissemination is the NACE/70. NACE Rev.1 will be used from 1996 onwards.

Data dissemination

Aggregations	Indices are calculated for intermediate, capital and consumption goods.
Regional aspect	No regional breakdown exists.
Treatment of confidential data	The following NACE/70 classes and groups are confidential: 21, 212, 221, 222, 239, 246, 260, 319, 321, 322, 323, 324, 325, 326, 327, 328, 347, 348, 352, 353, 364, 371, 373, 374, 417, 418, 420, 425, 426, 433, 434, 437, 441, 442, 44, 456, 462, 464, 471, 482, 495.

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat by teletransmission.
Transmission deadlines	Data are transmitted to Eurostat 3 months after the month of reference.
Transition to NACE Rev.1	The collection of data on the basis of NACE Rev.1 is planned for 1996 (for a limited number at 4-digit level). The production of estimated data on the basis of NACE Rev.1 is planned for 1993 at 2-digit level and for 1994 at 3-digit level (some groups only).

ITALY

General information

Summary The Italian Statistical Office calculates a monthly index basically covering manufacturing industries (divisions 2-4 of NACE/70 or sections C & D of NACE Rev.1). It is a Laspeyres index which base year is 1990.

Institution

Address of responsible organisation Istituto Nazionale di Statistica (ISTAT)
Via Tuscolana, 1788
I - 00173 ROMA

Phone & fax Tel: 00 39 6 722 92 61 96
Fax : 00 39 6 722 2457

Unit in charge Section for Production surveys, invoices and orders data.

Exceptions concerning institution All data are provided by ISTAT.

Person in charge Mrs Paola BENEDETTI is in charge of the turnover index.

Number of people employed 15 persons work on ISTAT with the turnover index.

Registers, classifications and units

Name of register A new register called NAI is now being used.

Contents of register The register NAI covers all industrial activities of NACE Rev.1 divisions C to F. The units registered are enterprises employing 10 persons or more and local units.

Updating of register The register is based on the last general industrial census. It is updated through the results of the annual and short term surveys and through the information transmitted by industry and trade associations.

Classification of activities The Italian classification for activities is the "classificazione delle attivita' economiche" (ATECO - Edizione 1991)

Correspondence with Nace/Rev.1, ISIC ATECO is related the NACE.

Geographical classification No geographical classification is used for turnover data.

Definition of units The observation unit used for the turnover data is the kind-of-activity unit, corresponding to EUROSTAT's definition. The reporting unit is the enterprise.

Legislation

Legal base Legal base is the law n° 322 of 06/09/1989 and a decree of 10/04/1992.

Obligation to respond & penalties Penalties for non respondents are set as follows :
Persons: 400 000 to 4 000 000 Lire
Enterprises: 1 000 000 to 10 000 000 Lire

Confidentiality (law) 3 units at least must be included in the publication of the index.

Coverage

Activities covered Sections C & D of NACE Rev.1 are basically covered by the turnover data.

Coverage

Segments not covered	Not included in the turnover index are NACE Rev.1 sections E & F (energy and construction), division 12 (mining of uranium and thorium ores) and group 23.3 (processing of nuclear fuels).
Total size class covered	The population of reference includes all enterprises employing 20 persons or more.
Geographical area covered	The area covered by the turnover data is the Republic of Italy.
Number of existing units	There are approximately 40 000 enterprises in the population of reference.

National concept of variable

Theoretical concept of variable	The definition of turnover includes invoices, production taxes, costs (transports, packing...) itemized separately on invoices and ex-works selling prices.
Type of index	ISTAT produces a Paasche volume index of turnover. The index is calculated monthly.
Base year	Base year is 1990.
Method of weighting	The weighting used is based on the enterprises' turnover.

Data collection

Data Sources	A statistical survey is solely used to obtain data for the turnover index.
Collection techniques	Data are collected by means of questionnaires.
Basic input collected	The data is collected from units with more than 19 employees.
Sampling method	The turnover data are obtained through a sample survey. The sampling method is the reasoned method of quotas.
Thresholds for data collection	The threshold of data collection is based on the number of persons employed. Enterprises employing less than 20 persons are not surveyed.
Surveyed units	Around 7 000 kind-of-activity units are surveyed each month.
Response rate	The response rate rise up to 90 percent.
Periodicity of collection	Data are collected monthly.
Expected progress in data collection	There is an investigation into the use of a chain linked index.

Compilation of data

Delays for final index	The turnover indices are considered definitive after first calculation. Generally they are not revised.
Estimations	Non-responders are estimated for by using previous months data for the unit and the monthly movement of the series in general to provide a figure for the month. Outliers are amended manually.
Calculated activities	Series are calculated for all industries in NACE Rev.1 sections C & D (mining and manufacturing industries), division 12 (mining of uranium and thorium ores) and group 233 (processing of nuclear fuels) are excluded. 155 NACE Rev.1 3 and 2-digits activities are calculated by ISTAT out of which 138 are transmitted to Eurostat. Eurostat estimates the main aggregates in addition.
Links to other statistics	The short term information is used for quarterly and annual National Accounts.
Links to other periodicities	There is no link to other periodicities.
Correction of working days	No correction of working days is performed on the turnover data.
Seasonal adjustment	No seasonal adjustment is performed on turnover data.

Data dissemination

Name of publication	Turnover data are disseminated in the monthly ISTAT publication: "Bollettino Mensile di Statistica". Publication of the final index takes place 70 days after the end of the reference month.
Aggregations	The usual aggregations of broad economic categories are calculated : intermediate good, capital goods, consumption goods (durables and non-durables).
Breakdowns	Turnover data are broken down by domestic market, intra-Community market and exports.
Regional aspect	No regional breakdown exists.
Treatment of confidential data	None of the data transmitted to Eurostat are regarded as confidential. However, 3 units at least must be included in the calculation of the index.

Link to Eurostat

Mode of data transmission	Turnover data are transmitted to EUROSTAT by means of teletransmission.
Transmission deadlines	Turnover data are transmitted to EUROSTAT 73 days after the end of the month of reference.
Transition to NACE Rev.1	In March 94 turnover data referring back to January 90 was transmitted to EUROSTAT using NACE Rev.1.

LUXEMBOURG

General information

Summary The Luxembourg Statistical Office calculates a monthly index covering mining and manufacturing industries (sections C, D & E of NACE Rev.1) and construction (section F of NACE Rev.1). It is a Laspeyres index whose base year is 1990.

Institution

Address of responsible organisation STATEC
6, Bd. Royal
BP 304
L - 2013 LUXEMBOURG

Phone & fax Tel. : (352) 47 84 244 (Mr. Kerschenmeyer)
(352) 47 84 235 (Mr. Hansen)
Fax : (352) 46 42 89

Unit in charge Département des statistiques de court terme.

Person in charge Mr Roland Kerschenmeyer and Mr Frank Hansen are in charge of the turnover index.

Number of people employed Two persons work on the short term survey, which covers the following variables: production, turnover, orders, employment, gross wages and salaries and hours worked.

Total costs of the statistic It is not possible to accurately state the cost of producing the statistics.

Registers, classifications and units

Name of register A proper register does not exist as such, the STATEC is based on the results of the annual structural inquiry.

Contents of register The units held are units of economic activity from the sections C, D, E and F of NACE Rev.1 with 20 or more employees.

Updating of register The information is updated annually after the structural inquiry.

Classification of activities The classification of activities used by the STATEC is the NACE Rev.1 as there is no national classification..

Definition of units The units used are the kind-of-activity units in the sense of Eurostat's definition.

Future changes in methodological tools A register of economic activity units in Luxemburg is planned.

Legislation

Legal base The legal base for the short term survey is defined in the law regulating STATEC (9 July 1962) and by E.U. directives.

Obligation to respond & penalties Fines between Lfrs 2500 and 25000 can be levied for withholding information.

Confidentiality (law) Confidentiality is guaranteed to respondents by article 7 of the July 9, 1962 law regulating STATEC.

Coverage

Activities covered	The short term survey basically covers mining and manufacturing industries and construction (i.e.NACE Rev.1 sections C-F).
Segments not covered	NACE Rev.1 groups and divisions 10(mining of coal and lignite), 11 (extraction of crude petroleum and natural gas), 12 (mining of uranium and thorium ores), 23 (manufacture of coke, refined petroleum products and nuclear fuels), 37 (recycling), 40.3 (steam and hot water supply), 41 (collection, purification and distribution of water), 45.1 (site preparation), 45.3 (building installation) to 45.5 (renting of construction or demolition) are not covered.
Geographical area covered	The geographical area covered is the Grand Duchy of Luxemburg.

National concept of variable

Theoretical concept of variable	In Luxembourg, turnover comprises invoices, costs charged separately, ex-factory prices and goods purchased and resold without further processing.
Type of index	The turnover index is a simple value index with a fixed base year.
Base year	The base year is 1990.
Method of weighting	The basic indices are weighted by the turnover of enterprises.

Data collection

Collection techniques	All data are obtained by means of questionnaire directly from the units.
Basic input collected	Turnover data are supplied in value form in LFr 1000's.
Sampling method	The survey is based on a more or less general census.
Thresholds for data collection	The threshold for data collection is based on turnover and number of employees.
Surveyed units	265 kind-of-activity units are surveyed, 195 in mining and manufacturing industries (NACE Rev.1 sections C, D and E) and 70 in construction (NACE.Rev.1 section F).
Response rate	The response rate is 100%.
Periodicity of collection	Data are collected monthly.
Expected progress in data collection	There are not planned improvements to sampling system expected in the near future.

Compilation of data

Delays for final index	The first publication of the index occurs three months after the reference month and the index is considered definitive six months after the end of the reference year.
Estimations	Estimations are carried out using recent data for the missing unit and the movement of other similar units in the population. Outlier amendments are only made if it is known that the unit has provided incorrect data.
Calculated activities	The STATEC calculates and transmits to Eurostat 87 NACE Rev.1 activities (from the section level down to the 3-digits level). Eurostat estimates the main economical aggregates in addition.
Correction of working days	There is no correction for variations in the number of working days.
Seasonal adjustment	There is no seasonal adjustment.

Data dissemination

Name of publication	Indicateurs rapides Série B
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Data dissemination

Classification of activities used for dissemination	The classification used for dissemination in Luxembourg is NACE Rev.1.
Activities disseminated	The turnover data are published at the NACE Rev.1 three digits level.
Aggregations	Indices are calculated for intermediate goods, capital goods and consumer goods (durable and non-durable).
Breakdowns	The results are broken down by market (domestic, intra-Community, extra-Community) and by export.
Regional aspect	No regional breakdown exists.
Treatment of confidential data	Aggregates published and supplied to Eurostat are produced in such a way as to guarantee confidentiality. Any additional disaggregation could compromise this.

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat by means of magnetic tape.
Transmission deadlines	Data are transmitted to Eurostat less than three months after the start of the survey.
Intended harmonization	Adoption of procedure X11 for seasonal adjustment is planned.
Transition to NACE Rev.1	From the changeover to base year 1990, i.e. with the publication of data for January 1994, it will be possible to collect data on the basis of NACE Rev. 1.

NETHERLANDS

General information

Summary The Dutch Statistical Office calculates monthly and quarterly indices basically covering mining, manufacturing industries and public utilities (divisions 1-4 of NACE/70). They are Laspeyres indices with base year 1990.

Institution

Address of responsible organisation Centraal Bureau voor de Statistiek (C.B.S.)
Prinses Beatrixlaan 428,
NL - 2273 XZ VOORBURG

Phone & fax Telephone: (31) 70 - 337 38 00
Telefax: (31) 70 - 387 74 29

Unit in charge Department for statistics of manufacturing and construction.

Exceptions concerning institution The office is located in Heerlen (see the above mentioned address).

Person in charge Mr. P. Scharloo, Telephone: (31) 45 - 706 314 Office in: Kloisterweg 1, 6401 CZ Heerlen
Telephone: (31) 45 - 706 000, Telefax: (31) 45 - 727 440
Construction: Mr. J. Happel

Number of people employed 8, except data-processing; responsibility for the stock of orders and new orders received too.

Registers, classifications and units

Classification of activities The classification of activities used by the CBS is originally the International Standard Industrial Classification (ISIC). However, since the beginning of 1995, NACE Rev.1 is used to work out the data for Eurostat.

Geographical classification For the turnover index, Statistics Netherlands does not (yet) use any kind of geographical classification.

Definition of units The units used are enterprises or parts of enterprises (if belonging to different branches) with 20 (up to 1991: 10) or more employees. The definition of an enterprise corresponds to Eurostat's definition.

Legislation

Legal base Legal act providing for the requirements of accurate economic statistics (1936).

Obligation to respond & penalties Irregularities against the obligation of information can be punished with a fine of (maximum) Dfl 5000. But there have been no examples for penalties in the last years. The violation of confidentiality is punished with prison or a fine.

Confidentiality (law) The violation of confidentiality is punished with prison or a fine.

Coverage

Activities covered The turnover data basically cover manufacturing industries and construction (NACE Rev.1 C-F).

Segments not covered Mining and quarrying industries (NACE Rev.1 section C) are not covered by the turnover data.

Coverage

Total size class covered	All units employing 20 persons or more are included in the population of reference.
Geographical area covered	The geographical area covered by the survey is Netherlands.

National concept of variable

Theoretical concept of variable	The turnover index shows the evolution of sales values (excluding VAT).
Type of index	A simple value index with a fixed base year is used.
Base year	The base year is at present 1990
Method of weighting	The indices are weighted according to the values of the enterprises and branches.

Data collection

Collection techniques	All data collection is done by questionnaires.
Basic input collected	Basic information is the turnover of enterprises (excluding VAT) broken down in branch sales.
Sampling method	All units with 20 or more employees are queried. Units with less than 20 employees (not queried) represent around 15 percent.
Thresholds for data collection	Units with less than 20 employees are not queried. Estimations for enterprises with less than 20 employees are made once a year.
Surveyed units	About 6000 units are queried.
Response rate	The response rate is 90%.
Periodicity of collection	55% of the data is collected monthly, 45% quarterly. The high percentage of quarterly reports entails that monthly estimations in NACE are not possible at the present.

Compilation of data

Delays for final index	The turnover index is considered to be definitive three months after the end of a quarter.
Calculated activities	The CBS transmits to Eurostat 139 NACE Rev.1 3-digits level activities. 151 branches from aggregates to the 3-digits level are available (partly estimated) in Eurostat.
Links to other statistics	Integration into a system for National Accounts Statistic. The production index is a volume index of turnover.
Links to other periodicities	Quarterly information is used to improve monthly indicators.
Correction of working days	There is no correction for working days.
Seasonal adjustment	There is no seasonal adjustment until now, but it can be added easily if needed.

Data dissemination

Aggregations	Aggregations are intermediate goods, investment goods and consumer goods.
Regional aspect	No regional breakdown exists.
Treatment of confidential data	General rule: all branches which consist of less than four enterprises or in which one enterprise has a market share of 70% or more are confidential.

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat by teletransmission.
Transmission deadlines	A transmission delay of two months is aimed at.
Transition to NACE Rev.1	The CBS transmit NACE Rev.1 data to Eurostat since the beginning of year 1995. Data are available in the new classification from 1990 onwards.

PORTUGAL

General information

Summary So far there is no index of turnover in Portugal, but a methodological framework has been developed in order to calculate one in the future. this framework is presented here.

Institution

Address of responsible organisation Instituto Nacional de Estatística (INE)
Avenida Antonio José de Almeida, 5
P - 1078 LISBOA Codex

Unit in charge Industrial Statistics: Short term indicators

Exceptions concerning institution Data collection is carried out by the Ministry of Industry and energy and the INE.

Person in charge Mr. Francisco Almeida

Number of people employed 1 person is in charge of the indicator's calculation.

Total costs of the statistic 11 millions Escudos should do.

Registers, classifications and units

Classification of activities Likeable for EUROSTAT the 3 digit level of the NACE_Rev.1 is used.

Definition of units The units used are the enterprises in the sense of Eurostat's definition.

Future changes in methodological tools As the indicators are not established yet, it is too early to express any expected improvements.

Legislation

Legal base It is a mandatory survey: the general framework is the law No 6/89 dated on the 15th of April 1989.

Obligation to respond & penalties No fines in case of refusal until now.

Coverage

Activities covered Covered by the survey, with reference to NACE Rev.1, are sections C to E respectively divisions 10 to 41; construction is excluded.

Segments not covered The following NACE Rev.1 division and groups remain uncovered: 11 (extraction of crude petroleum and natural gas), 23.1 (manufacture of coke oven products), 23.3 (processing of nuclear fuels), 33.3 (manufacture of industrial process control equipment) and 35.1 (building and repairing of ships and boat).

Geographical area covered Mainland of Portugal.

National concept of variable

Theoretical concept of variable Turnover comprises separately charged costs, invoices, packaging, and as well discounts and other reductions.

National concept of variable

Type of index	A value index with a fixed base year is used on the aggregated levels. On the 3 digit level of NACE_Rev.1 a simple value index is applied.
Base year	The first base year will be 1993.
Method of weighting	The determining figure is the turnover of the sector measured by the annual inquiry.

Data collection

Name of source(s)	Proper survey with questionnaires (no administrative sources) [??]
Collection techniques	A postal survey gets carried out.
Basic input collected	The evolution of the present month of the preceding year is calculated on a constant sample of firms. These evolutions are chained to process the series. This sample will be controled every year in order to keep the coverage rate at the defined level.
Sampling method	It is a sample, but with an exhaustive component: 25% of the total turnover are represented.
Thresholds for data collection	The turnover must be of more than 25 millions Escudos. The reference univers represents 96% of the total turnover measured by the register.
Surveyed units	2500 units are taken into account.
Periodicity of collection	Monthly collection of data.

Compilation of data

Delays for final index	The index for year n is considered to be definitive in June of the next year.
Calculated activities	120 branches at the 3-digits level of NACE Rev.1 are aimed at.
Links to other statistics	The sample is related to the annual survey; the same definition of turnover is used in the annual inquiry. Turnover values will be combined with price indices to derive production index from 1995 onwards.
Correction of working days	No calendar correction is applied.
Seasonal adjustment	The gross data will be adjusted by "X-11 Arima"

Data dissemination

Breakdowns	There are no breakdowns.
Treatment of confidential data	No information is available from INE yet.

Link to Eurostat

Mode of data transmission	Floppy disks
Transmission deadlines	Around 45 days after the end of the month
Transition to NACE Rev.1	No information available ! The production of estimated data on the basis of NACE Rev. 1 will be accomplished by applying a conversion matrix to existing series. Details have not been worked out yet.

SWEDEN

General information

Summary The Swedish Statistical Office calculates a monthly turnover index covering mining and manufacturing industries (i.e. NACE Rev.1 sections C & D). It is a Paasche index with base year of 1990.

Institution

Address of responsible organisation Statistics Sweden
Karlavägen 100
S - 115 81 STOCKHOLM

Phone & fax Tel.: (46) 87 83 46 78
Fax: (46) 87 83 42 96

Unit in charge Short term indicators and foreign trade section at Statistics Sweden.

Exceptions concerning institution Statistics Sweden is solely responsible for working out the turnover indices. A production index is not yet calculated for building and civil engineering and energy sectors.

Person in charge The person in charge is Mr. Bertil Klang, head of programme.

Number of people employed Two full time and one part time employees work on the turnover index.

Total costs of the statistic The total cost of producing the indices is about 2 million SEK per year.

Registers, classifications and units

Name of register The Statistics Sweden Business Register.

Contents of register The register consists of Enterprises (legal units) and local units. The Enterprises are either paying Value Added Tax on a turnover of more than 200,000 SEK or the employers are already on the register. The register is based on turnover and employment data.

Updating of register The register is updated twice a month by data from the Tax Administration and twice a year by data from register inquiries. Branch information is updated using information from the annual structural inquiry.

Classification of activities The classification of activity used is the Swedish standard industrial classification (SN) 1969.

Correspondence with Nace/Rev.1, ISIC Levels 1-4 of the SNI are identical to ISIC Rev.2.

Geographical classification No geographical classification is used for short term data.

Definition of units The observation units are Kind-of-activity units belonging to enterprises with 10 or more persons employed.

Future changes in methodological tools A major project concerning the future content and methodology of the register is in progress.

Legislation

Legal base The law ruling the working out of short term statistics is the Svensk Författningssamling (SCB-FS 1992:11).

Obligation to respond & penalties All units in the survey have to respond. The penalties for non-respondents are fines.

Legislation

Confidentiality (law) The law governing confidentiality is the Svensk Försättningsamling (SFS 1980:100).

Coverage

Activities covered The survey covers mining and manufacturing industries, that is NACE Rev.1 sections C and D (divisions 10 to 36).

Segments not covered The following activities are not covered by the survey: publishing (22), recycling (37); electricity, gas, steam and water (section E), construction (section F). The inclusion of all segments is planned for the future.

Total size class covered The population of reference is based on kind-of-activity units belonging to enterprises with 10 or more employees and the indices represent those enterprises with 10 or more employees.

Geographical area covered The geographical area covered by the survey is the country of Sweden.

Number of existing units The reference population has roughly 6,500 enterprises.

National concept of variable

Theoretical concept of variable The definition of turnover includes invoices at deliveries (branch approach).

Type of index The deflators used are intermediate goods, capital goods and consumer durables. A Paasche volume index is calculated.

Base year The base year is 1990.

Method of weighting The index is weighted on the basis of the enterprises' turnover.

Data collection

Data Sources A statistical survey is used to obtain the turnover data.

Collection techniques Data are collected by means of questionnaires.

Sampling method Data collection is based on a sample survey. The sample is stratified. Within a stratum, units are drawn at random.

Criteria for stratification Stratification is based on the number of employees, the sampling fractions are approximately the following:

- >200 (100)%
 - 100-200 (70)%
 - 50-100 (45)%
 - 10-50 (20)%.

However, one should note that the sampling fraction varies from branch to branch.

Thresholds for data collection Enterprises with less than 10 employees are not included.

Surveyed units Kind-of-activity units: 2000 KAU are the observation units. Reporting units are enterprises or local units.

Response rate The response rate is 80% unweighted, 90% weighted by turnover.

Periodicity of collection Data have been collected monthly since January 1970.

Expected progress in data collection No changes are expected in the near future.

Compilation of data

Delays for final index The turnover index is considered definitive about 3.5 months after the surveyed month. Data are corrected twice.

Compilation of data

Estimations	Non-responders are estimated for by imputed values. Non-selected units are estimated for by using the inverted sample fraction. Units below the cut-off are not represented in the final estimate. Outliers are corrected automatically and by manual revisions.
Calculated activities	38 branches and 20 aggregations are calculated at the higher ISIC Rev.2 level. No index is calculated for broad economic categories. Only a few branches are calculated at the four or five digit level.
Links to other statistics	The delivery index is used for calculation of the monthly production index.
Correction of working days	The calendar adjustment method takes into account the number of working days in the month.
Seasonal adjustment	The seasonal adjustment method used is X-11. Only 13 aggregates (2-digit level, ISIC Rev 2) are seasonally adjusted.

Data dissemination

Name of publication	Indices are available in the time series data base 7 to 8 weeks after the end of the reference month. They are released in the monthly publication "SCB Indikatorer, part 2", approximately two months after the end of the reference month.
Classification of activities used for dissemination	The classification of activities used for dissemination is the Swedish standard for Industrial classification 1969 (Identical to ISIC Rev.2 on levels 1-4).
Activities disseminated	No NACE groups are calculated or presented at the moment.
Aggregations	All aggregations calculated are also published, that is 38 branches and 20 aggregations at higher ISIC Rev.2 level.
Breakdowns	The results are broken down by domestic and foreign markets.
Regional aspect	No regional breakdown is used for short term data.
Treatment of confidential data	All groups with less than three enterprises are regarded as confidential.

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat by means of floppy disks. Transmission according to the specifications of Eurostat is planned from 1995 onwards.
Transmission deadlines	Data is transmitted to Eurostat 7 to 8 weeks after the end of the reference month.
Transition to NACE Rev.1	The transition to Swedish standard industrial classification 1992 which is based on NACE Rev.1 took place in early 1995.

UNITED KINGDOM

General information

Summary The British Statistical Office calculates monthly indices basically covering mining and manufacturing industries (sections C, D & E of NACE Rev.1) and a quarterly index covering construction (section F of NACE Rev.1). They are Laspeyres indices with base year 1990.

Institution

Address of responsible organisation Central Statistical Office (CSO)
Government Building
Cardiff Road
NEWPORT
GWENT NP9 1XG

Phone & fax Tel. : (44) 1 633 81 2919
Fax. : (44) 1 633 81 2939

Unit in charge Index of Production section.

Person in charge Mr.David Watts.

Number of people employed 72 persons work on the surveys for production, turnover and new orders data.

Total costs of the statistic About 1 million pounds for turnover, new orders and production index together.

Registers, classifications and units

Name of register The CSO has recently constructed a new interdepartmental business register (IDBR) which has integrated the separate registers formally held by the CSO and employment Department in the UK. This will lead to more consistency in UK economic statistics, particularly estimates of productivity.

Contents of register The new register was created by matching and merging the two existing sources (CSO + Employment Department registers).
The CSO register was based on VAT registrations which covers 1.7 million businesses in the UK. It covered name, address, activity, turnover, date of registration.
The Employment Department register was based on employers registered with the Inland Revenue Department for Pay As You Earn (PAYE) tax purposes. It covered name, address, number of employees and classification.
Thus thresholds for inclusion in the new register are set as follows: all trades above the VAT threshold plus some traders voluntarily registered below the threshold with exception of exempt traders. All employers with employees earning above the income tax threshold.
For units to be found in the register cf. item "Definition of units" (26000).

Updating of register The IDBR is updated weekly from VAT source, quarterly from Inland Revenue and when possible from inquiry sources.

Classification of activities The used nomenclature is the SIC 1992 (Standard Industrial Classification).

Correspondence with Nace/Rev.1, ISIC SIC (92) is based on NACE/Rev.1. A conversion routine from SIC(80) to ISIC is installed in the CSO computing system. It will not be published given the move to NACE/Rev.1 in August 95.

Geographical classification No geographical classification is used for production and turnover.

Registers, classifications and units

Definition of units	<p>The definitions of units used in the register are :</p> <p><u>Enterprise group</u> : units in common ownership.</p> <p><u>Enterprise</u> : smallest group of legal units with autonomy within an enterprise group. They have as their basis at least one VAT or PAYE unit. [PAYE: cf. "contents of register"].</p> <p><u>Local unit</u> : separate location, typically, factory or plant at a single site or adress.</p> <p><u>Reporting unit</u> : units to which the inquiry forms are sent. They represent th enterprise as whole or activities of an enterprise of a specified list of local unit. Very often they are "kind-of-activity units" in the sense of Eurostat's definition. The basic units used for the short term surveys are "enterprises" or "local units". However, the statistical unit chosen ultimately depends on the convenience of the CSO contributors.</p>
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Legislation

Legal base	Legal base is the section 1 of the Statistics of Trade Act 1947.
Obligation to respond & penalties	Fines for refusing information are laid down by the Statistics of Trade Act: for withholding information, maximum penalty is 2500 pounds
Confidentiality (law)	All statistics are collected under the 1947 Statistics Trade Act. This does not permit disclosure of any value provided by a reportee to another undertaking. The CSO has set rules for calculating whether aggregates are disclosive i.e. dominated by a small number of contributors. The precise rules are not released outside of CSO.

Coverage

Activities covered	Sections C, D & E of NACE Rev.1 are covered by the population of reference.
Segments not covered	NACE Rev.1 section F is not included in the population.
Total size class covered	The sample is drawn from all sizes of units. There is a one in one sample for units with employment of at least 150 and a rotational random sample for units with under 150 employees.
Geographical area covered	The geographical area covered by the index is the United Kingdom.
Number of existing units	There are 160,000 units in the population.

National concept of variable

Theoretical concept of variable	Turnover comprises invoices, costs charged separately and ex-works prices.
Type of index	A simple value index with a fixed base year is used.
Base year	The base year is at present 1990.
Method of weighting	The basic indices are weighted by gross value added.

Data collection

Name of source(s)	The Central Statistical Office collects virtually all the turnover data for the index. The information is collected using a statistical sample. The Ministry of Agriculture, Food and Fisheries collects data for the Food industry using statistical and administrative sources and the Department of Trade and Industry provides via a stastical survey, data on Energy, Fuel and Mining and Quarrying.
Collection techniques	All data collection is done by questionnaire.

Data collection

Basic input collected	The basic series are composed of indices.
Sampling method	The survey is based on a stratified random sample by employment with rotation in the lower bands.
Thresholds for data collection	The threshold is measured by the number of employees. The actual threshold varies from branch to branch.
Surveyed units	About 10 000 kind-of-activity units (establishments) are surveyed.
Response rate	A response rate of 87 percent can be observed, at first publication rising to 95%.
Periodicity of collection	Data are collected on a monthly base.
Expected progress in data collection	The new rotational sample will be assessed and employment thresholds changed, where necessary.

Compilation of data

Delays for final index	The first publication of the index is considered to be of good quality, subsequent changes are generally minor.
Calculated activities	The CSO supplies Eurostat with 286 NACE Rev.1 activities (from the section level to the 4-digits level).
Links to other statistics	To the Production Index, the Index of New Orders and Stocks of Orders. The production index corresponds to a volume turnover index.
Correction of working days	Corrections are made for variations in the number of working days in the month, the number of days per week worked by the enterprise, fractions of working days and level of production on each working day.
Seasonal adjustment	X-11 ARIMA is used for seasonal adjustment.

Data dissemination

Name of publication	The turnover data are disseminated in the U. K. one and a half month after the end of the reference month.
Activities disseminated	Data are published in a monthly publication at the two digit level. It is also available at the four digit level on the Central Shared DataBase.
Aggregations	Indices are calculated for intermediate goods, capital goods and consumer goods (no distinction between consumer durables and non-durables).
Breakdowns	The results are not broken down.
Treatment of confidential data	The following NACE Rev.1 divisions are confidential; 12 (Mining of Uranium and Thorium), 22 (Printing, publishing and reproduction) and 37 (Recycling).

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat by teletransmission.
Transmission deadlines	The index for a given month t is transmitted to Eurostat six weeks after the end of month t.
Transition to NACE Rev.1	The collection of data on the basis of NACE Rev.1 was introduced in summer 1995.

NEW ORDERS INDEX



BELGIUM

General information

Summary The national statistical office of Belgium disposes of data on new orders in absolute figures.
The data collection system is being revised: the INS foresees to use the data collected through the question that is already in the Prodcum questionnaires by the end of year 1996.
The Prodcum survey covers mining and manufacturing industries (NACE Rev.1 sections C & D) but the new orders data are only collected for somme manufacturing industries.

Institution

Address of responsible organisation Institut National des Statistiques / Nationaal Instituut voor de Statistiek
Rue de Louvain, 44
B - 1000 BRUXELLES

Phone & fax tel. (32 2) 548 65 08
fax. (32 2) 548 62 54

Unit in charge Institut National des Statistiques, département PRODCOM et Statistiques conjoncturelles de l'industrie.
Nationaal Instituut voor de Statistiek, departement PRODCOM en Industriële Konjunctuurstatistieken.

Exceptions concerning institution All data for new orders are provided by the national statistical office.

Person in charge Mr. Bergmans is in charge of the data for new orders.

Number of people employed Only one person works on the new orders data.

Registers, classifications and units

Classification of activities The classification of activities used is the NACE Rev.1, also used by other administrations and the National Bank.
Data are still provided to Eurostat in NACE/70 but will be available in NACE Rev.1 in the course of year 1996.

Geographical classification The criterion for geographical classification is the administrative "arrondissement". In the future, the INS foresees to publish the data according to the following three great regions:
- the Flemish region,
- the Walloon region,
- Brussels - capital city.

Definition of units The observation unit used for the PRODCOM inquiry is the local kind-of-activity unit belonging:
- either to an industrial enterprise employing 10 persons or more or which turnover exceed 100 million BFR,
- or to a non-industrial enterprise with an industrial secondary activity employing 20 persons or more or which turnover exceed 100 million BFR.
The units used for the specific surveys are enterprises employing 20 persons or more as laid down in the 1972 Directive on short term indicators.
The reporting unit is generally the local unit or the enterprise.
The definitions of the enterprise, the KAU and the local unit correspond to the definition laid down in the european Regulation on units.

Legislation

Legal base	The legal base for collection of data concerning new orders is the EEC-Directive EEC/72/211, 30 may 1972. and the Koninklyk Besluit / Arrêté Royal from the 12 dec.1972 (Staatsblad / Moniteur 06 feb. 73).
Obligation to respond & penalties	There is an obligation to respond for surveyed units. In theory, the law makes provisions of fines for non-respondents that can rise up to several 100 000 BF (Ca. 3000 ecu) and of prison sentences for recidivists. In practice, prosecutions are vanishingly rare (2 or 3 cases in 30 years).
Confidentiality (law)	The law ruling confidentiality is the same than the one ruling all statistics : the Statistiekwet (loi statistique) of July, 4th 1962, changed on August, 1st 1985.

Coverage

Activities covered	New orders data cover a choice of branches (2-digits level) working to orders in the range of NACE Rev.1 section D (manufacturing industries). Since January 1994 new orders data are collected on the Prodcom questionnaire for the following NACE Rev.1 activities: 17, 19.3, 20, 21, 24.7, 27.3, 27.5-36.1.
Segments not covered	The following activities are not covered by the new orders data. NACE Rev.1 section C (mining and quarrying industries) NACE Rev.1 section E (production and distribution of energy and water) NACE Rev.1 section F (Building and civil engineering) and some minor manufacturing industries.
Total size class covered	The threshold for the PRODCOM survey (NACE Rev.1 sections C&D) is Kind-of-activity units belonging to enterprises employing 10 persons or more or which turnover amounts to 100 millions BFR or more. If the KAU is indentified as industrial but belongs to a non industrial enterprise, the threshold is 20 persons or more or a turnover of 100 millions BFR.
Geographical area covered	The geographical area covered by the population is Belgium.
Number of existing units	In 1995, the population was estimated to 7000 observation units for the Prodcom survey.

National concept of variable

Theoretical concept of variable	The definition of new orders used by the Belgian statistical office only includes orders received during the reference period and are broken down by Belgian and foreign markets, except for the metal work industry. Cancellations of orders will be taken into account.
Type of index	No index is calculated, data on new orders are in absolute figures.

Data collection

Data Sources	Data for new orders will all be obtained from the PRODCOM survey except for the data on metal works that are provided by professional associations.
Collection techniques	Except for the data for metal works that come from trade associations, the new orders data will all be collected from the Prodcom questionnaires: Q1: basic questionnaire without production variables, Q2: full questionnaire for total production, Q3: for sold production, Q4: textile industry, Q5: cement industry.
Sampling method	The survey is based on a general census.
Thresholds for data collection	The threshold for the PRODCOM survey (NACE Rev.1 sections C&D) is Kind-of-activity units belonging to enterprises employing 10 persons or more or which turnover amounts to 100 millions BFR or more. If the KAU is indentified as industrial but belongs to a non industrial enterprise, the threshold is 20 persons or more or a turnover of 100 millions BFR.

Data collection

Response rate	The response rate is very close to 100%, a very small fraction of the population has to be estimated.
Periodicity of collection	Data is collected monthly.

Compilation of data

Delays for final index	No index is calculated.
Calculated activities	The Belgian statistical office calculates : - a general total of industry excluding construction (NACE Rev.1 sections C&D) - Data at the 4-digit level for the sector of construction - three big aggregates (intermediate goods, capital goods, consumer goods) - NACE Rev.1 3-digits level activities.
Links to other statistics	Data are collected through the Prodcom questionnaires that are also used for the collection of production, turnover and labour input data.
Correction of working days	No calendar adjustment is worked out on the new orders data.
Seasonal adjustment	No seasonal adjustment is worked out on the new orders data.

Data dissemination

Name of publication	Data on new orders will be published in the "Industriële Statistieken (NL) / Statistiques Industrielles (FR)".
Classification of activities used for dissemination	The classification of activities used for dissemination is NACE Rev.1.
Breakdowns & aggregations	The results are broken down by domestic and foreign markets.
Regional aspect	There are no geographical breakdowns at the moment, but regional breakdowns are planned in the future (end of 96?).
Treatment of confidential data	None of the data transmitted to EUROSTAT is regarded as confidential.

Link to Eurostat

Mode of data transmission	At the moment data is transmitted to EUROSTAT by mail. In the course of 1996, data will be transmitted through teletransmission system STADIUM 2 + Statel.
Transmission deadlines	Up to now, data for new orders were transmitted to EUROSTAT 5 months after the month of reference.
Intended harmonization	Data should be provided in NACE/Rev.1 from June 1996 on. Besides, in the future, data will be broken down regionally.

DENMARK

General information

Summary The Danish Statistical Office calculates a monthly index of new orders basically covering mining and manufacturing industries (NACE Rev.1 section C and D). It is a simple value index which base year is 1990.

Institution

Address of responsible organisation Danmarks Statistik
Sejrøgade, 11
Postboks 2550
DK - 2100 KÖBENHAVN Ö

Phone & fax Tel. : (45) 39 17 35 55
Fax. : (45) 31 18 48 01

Unit in charge 8.kontor, Sektion for Konjunkturstatistik for industri.

Exceptions concerning institution Energy data have not been collected since the implementation of NACE Rev.1. No other organisation is involved in the collection of New Orders data.

Person in charge Mr Casper Larsen (Head of Section) is responsible for the new orders data.

Number of people employed The work connected with each indicator is not carried out by a set number of staff. Altogether, twelve persons (including two graduates) work on industrial, social and price indices.

Total costs of the statistic The total cost of the new orders index is not known.

Registers, classifications and units

Classification of activities The classification of activities used by Danmarks Statistiks is the DB93 (Dansk Branchekode 1993).

Correspondence with Nace/Rev.1, ISIC The Danish version of NACE Rev.1 is called DB93 and is fully compatible with NACE Rev. 1.

Geographical classification No geographical classification is used for the working out of short term indicators.

Definition of units The units used are the "kind-of-activity units" in the sense of EUROSTAT's definition.

Legislation

Legal base "Lov om Danmarks Statistik", last amended in 1992.

Obligation to respond & penalties Fines are set by the national authorities.

Confidentiality (law) There is no specific law ruling confidentiality, but there is a well established national practice.

Coverage

Activities covered The population basically covers mining and manufacturing industries (NACE Rev.1 sections C and D).

Segments not covered NACE Rev.1 section E and F are not covered.

Total size class covered All units employing 20 persons or more are taken into account in the population.

Coverage

Geographical area covered	The area covered by the survey is Denmark [Greenland not included].
Number of existing units	There are approximately 3000 enterprises in the population of reference.

National concept of variable

Theoretical concept of variable	The definition of new orders includes the new orders received during the reference period : this corresponds to the total anticipated selling or invoiced value of orders in the given month, net of any cancellations received in that month. The figures include orders that are executed immediately on receipt. The danish survey also includes an index of unfilled orders at the end of the month. [A more detailed description of the working out of these values can be found under the "basic input collected" item.]
Type of index	The new orders index is a simple value index with a fixed base year. It is calculated monthly.
Base year	The base year is at present 1990.
Method of weighting	The basic indices are weighted according to the enterprises' turnover. The weighting system is based on raised results. There are raising factors for about 80 branches and 4 size groups based on turnover figures taken out of the quarterly general census.

Data collection

Data Sources	Only information from a statistical survey is used to work out the new orders index.
Collection techniques	Data are collected by questionnaire.
Basic input collected	New orders received during the reference period : they correspond to the total anticipated selling or invoiced value of orders in the given month, net of any cancellations. The figures include orders that are executed immediately on receipt. If any unfilled orders are re-evaluated upwards or downwards the effect on the value of the orders is recorded as an increase (resp. decrease), in new orders received. For units filling all orders from stock or operating on "day to day" production, the trend of sales and the trend of new orders received are parallel in time and thus also in value. If there are more cancellations than new orders, which happens very seldom, they are recorded as negative new orders. The danish survey also includes an index of unfilled orders at the end of the month. For each reporting unit the following equation is checked : Unfilled orders (end of month t) = unfilled orders (end of month t-1) + new orders received (month t) - cancelled orders (month t) - turnover (month t)
Sampling method	Sample survey. The statistical units are chosen at random and the sampling method is similar to a multi-stage stratification.
Criteria for stratification	The sample is stratified for branch and size. Large enterprises employing more than 200 persons engaged in industrial activities (approx. 300 units) are surveyed exhaustively. Smaller undertakings, with 100-199, 50-99 and 20-49 persons employed are progressively less likely to be included in the sample. Percentages for each strata depend on the structure of the industrial branch.
Thresholds for data collection	The threshold for data collection is generally 20 persons employed or more. The selection of units for the sample is done on the basis of industrial category and size. Large enterprises with more than 200 employees are all included. A sample is drawn for units employing between 20 and 199 persons (cf. criteria for stratification above).
Surveyed units	Data are collected for 1500 enterprises, 1600 kind-of-activity units and 2200 local units are surveyed, which represents a universe of 3000 enterprises.
Response rate	The response rate at the time of the first publication is 90 % and after three months the response rate is 100%.

Data collection

Periodicity of collection	All short term information is monthly.
Expected progress in data collection	In the near future, no improvements are planned with regard to either timeliness or coverage. Various possible improvements would depend on revision of the 1972 Directive.

Compilation of data

Delays for final index	The index is considered definitive after the second revision, as up to two corrections are normally carried out. The first version of the index is published 5 to 6 weeks after the month of reference, the first and second revision takes place 1 and 2 months later.
Estimations	The estimation procedures follows those given in the Manual of Methodology on Short Term Industrial Indicators written by B. Feldmann.
Calculated activities	The database contains 30 national groupings, 39 branches are available in Eurostat.
Links to other statistics	New orders data are collected on the same questionnaire as the turnover data and with the same periodicity.
Links to other periodicities	There is no link to other periodicities.
Correction of working days	There are no corrections for variations in the number of working days, though data for four or five weeks are corrected to a calendar month.
Seasonal adjustment	No seasonal adusment is worked out on the new orders data.

Data dissemination

Name of publication	New orders data are published in the "Månedlig ordre- og omsætningsstatistik for industri (Statistikservice)" 35 to 40 days after the end of the reference month..
Classification of activities used for dissemination	Data are disseminated through groupings of DB93. Eurostat recieves information at the 2-digit level of NACE Rev.1 and at the 3-digit level for some significant activities.
Activities disseminated	The breakdown by branch is based on the NACE Rev.1 branch classification and is set out in such a way to illustrate the orders and turnover trend in Denmark's most important industrial branches.
Number of published activities	30 groupings are used for publication.
Aggregations	The usual aggregations of broad economic categories are calculated: intermediate goods, capital goods, consumption goods.
Breakdowns	There are no breakdowns beyond branch level. However results are broken down by domestic market and foreign market.
Regional aspect	No regional breakdown exists.
Treatment of confidential data	None of the data transmitted to Eurostat are to be treated as confidential.

Link to Eurostat

Mode of data transmission	Data are transmitted to EUROSTAT by teletransmission (STADIUM).
Transmission deadlines	Data are transmitted 35 to 40 days after the end of month t.
Intended harmonization	Harmonisation will depend on the revision of the 1972 directive.
Transition to NACE Rev.1	The full system for using NACE Rev. 1 was ready in 1994. The production of estimated data on the basis of NACE Rev. 1 will be introduced in 1994.

GERMANY

General information

Summary The German Statistical Office calculates monthly indices of new orders basically covering manufacturing industries (section D of NACE Rev.1) and construction (section F of NACE Rev.1). Data are presented in nominal values or in Paasche volume indices with base year 1991.

Institution

Address of responsible organisation Statistisches Bundesamt
Gustav-Stresemann-Ring, 11
WIESBADEN 1

Phone & fax Telephone: (0611) 75-1
Telefax: (0611) 724000

Exceptions concerning institution Data collection is made by the regional Statistical Offices (State Authorities) on behalf of the central office which prescribes the methods for that.

Person in charge Manufacturing industries and construction: Dr. Herbel

Number of people employed 15 persons are employed to work out the new orders data, however they are not in charge of data-processing and data collection.
This staff is also responsible for the turnover index.

Total costs of the statistic The total cost of the statistic is unknown. These figures are not available, especially not from the regional Statistical Offices, and also not comparable one to another.

Registers, classifications and units

Register The Statistisches Bundesamt runs a main register: the "enterprise register". It is built out from the regional registers run by the Länder and from the census of "Betrieben" (~Local units). As data are collected at the regional level, the Landesämter use their own regional registers.

Classification of activities Until the end of 94, the statistical office used the national nomenclature SYPRO (version 1979). Since January 95, the nomenclature used is the NACE Rev.1.

Definition of units The types of unit used to work out new orders data are enterprises and local units in the sense of EUROSTAT's definitions.

Legislation

Legal base The main law ruling the working out of statistics in Germany is the Constitution General law on statistics (version 1987).
In addition, there are two other laws concerning industrial statistics : Law on the Statistics of Manufacturing Industries (version 1980); Law on the Statistics of Construction (version 1978).

Obligation to respond & penalties Irregularities against the obligation of statistical information are punished with a fine that can rise up to 10 000 DM.

Confidentiality (law) The violation of confidentiality is punished with imprisonment and/or a fine.

Coverage

Activities covered New orders data basically cover manufacturing industries and construction. That is NACE Rev.1 sections D and F.

Coverage

Segments not covered	Fission products [NACE Rev.1 group 23.3] are not covered by the new orders data (confidentiality). Furthermore, new orders received are not collected from: - mining industries [NACE Rev.1 section C], - mineral oil refining [23.2], - some consumer goods industries (musicals instruments [36.3], toys [36.5], jewellery [36.2], wood-working [20], rubber manufacture [25], food and tobacco industry [15, 16]) - and interior work of construction [45.4].
Geographical area covered	The geographical area covered by the survey is Germany in the borders after unification, i.e. borders as of 3. October 1990. Data collection in the new "Länder" is still not as perfect as in the old territory. There is a certain lack of disaggregated data.
Number of existing units	The population of reference covers all enterprises employing 20 persons or more.

National concept of variable

Theoretical concept of variable	The new orders data aims to measure the development of the new orders received in value (domestic and external). Indices of the trend of new orders received and the deflated new orders received are calculated.
Type of index	Indices in nominal values are calculated by simple comparison with the figures of the base year. Indices in volume are Paasche-indices.
Base year	The base year is 1991.
Method of weighting	Weights are based on new orders received in 1991.

Data collection

Collection techniques	100% of the data collection is done by means of questionnaires (monthly report).
Basic input collected	The basic information collected are new orders received in value excluding VAT.
Sampling method	All units with 20 or more employees must report. The share of units with less than 20 employees is not known.
Thresholds for data collection	Units with less than 20 employees are not queried.
Surveyed units	54 000 units are queried in mining and manufacturing industries, 21 000 in the construction industry.
Response rate	The response rate rises up to almost 100%.
Periodicity of collection	Data are collected monthly.
Expected progress in data collection	First priority of the Statistische Bundesamt is the introduction of the statistical program in the five new Länder (states) after unification.

Compilation of data

Delays for final index	The publication of the final index depends on the number of existing reports. The index is final 12 months after the month under review at the latest.
Calculated activities	109 branches of the manufacturing industries are calculated. Nominal values are also available from the non-calculated branches as far as data collection is done. Furthermore the index of new orders received is calculated for 4 branches of construction work. In total, 221 branches from the main aggregates down to the 4-digits level are available in EUROSTAT.
Links to other statistics	New orders data are collected on the same questionnaire as the turnover data and with the same periodicity.

Compilation of data

Links to other periodicities	Data collections for the production, turnover, producer prices and social indicators have the same periodicity.
Correction of working days	The new orders index is not corrected for the number of working days in a month.
Seasonal adjustment	The Statistische Bundesamt uses the so called "Berliner Verfahren", version 4.

Data dissemination

Name of publication	Data are disseminated in Germany 6 weeks after the end of the reference month.
Number of published activities	The number of published branches corresponds to the number of calculated branches. 227 branches of the manufacturing industries are then disseminated. 221 branches are available in EUROSTAT.
Aggregations	Aggregations are made according to - 24 main branches of the manufacturing industry - 4 branches of construction. Further aggregations are intermediate goods industry, capital goods industry, durable and non-durable consumer goods industry, manufacturing industry and construction without interior work.
Breakdowns	New orders received values are splitted between domestic and external markets. Breakdowns are calculated for construction according to customers (public or not).
Regional aspect	Regional figures are available, published by the "Landesämter". Due to regulations on confidentiality regional statistics are more aggregated.
Treatment of confidential data	Data on fission products are confidential.

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat by teletransmission and monthly reports.
Transmission deadlines	Data are transmitted to Eurostat 6 weeks at least after the end of the reference month.
Intended harmonization	A full adjustment of the data collections to NACE Rev.1 was achieved in 1995.
Transition to NACE Rev.1	Data are available in NACE Rev.1 for year 1991 onwards.

ITALY

General information

Summary The Italian Statistical Office calculates a monthly index basically covering manufacturing industries (sections C & D of NACE Rev.1). It is a Laspeyres index with a base year of 1990.

Institution

Address of responsible organisation Istituto Nazionale di Statistica (ISTAT)
Via Balbo, 16
I-00100 ROMA

Phone & fax Tel: 00 39 6 722 92 61 96
Fax : 00 39 6 722 2457

Unit in charge Section for Production surveys, invoices and orders.

Person in charge Mauro POLITI is in charge of the new orders data.

Registers, classifications and units

Register The main register, NAI, covers all industrial activities of NACE Rev.1 divisions C to F. It is updated through annual and short term surveys and information from industry and trade associations.

Classification of activities The Italian classification for activities is the "classificazione delle attività economiche" (ATECO - Edizione 1991).

Correspondence with Nace/Rev.1, ISIC ATECO has a correspondence to the NACE Rev.1.

Definition of units The observation unit used for the new orders data is the kind-of-activity unit, corresponding to EUROSTAT's definition. The reporting unit is the enterprise.

Legislation

Legal base Legal base is the law no. 322 of 6/9/1989 and a decree of 10/4/1992.

Obligation to respond & penalties Penalties for non-respondents are set as follows:
Persons: 400 000 to 4 000 000 Lire
Enterprises: 1 000 000 to 10 000 000 Lire.

Coverage

Activities covered NACE Rev.1 section D and groups 24.7 (man made fibers) and 36.1 (manufacture of furnitures).

Segments not covered The following NACE Rev.1 divisions are not covered by the new orders index: 15 (food and drink), 16 (tobacco), 22 (publishing and printing), 23 (manufacture of coke, refined petroleum products and nuclear fuels), 24 (chemicals), 25 (rubber and plastic), 26 (non-metallic mineral products), 36 (furniture).

Total size class covered All enterprises employing 20 persons or more are included in the population of reference.

Geographical area covered The geographical area covered is the total of Italy.

National concept of variable

Theoretical concept of variable	The data collected correspond to new orders received during the month for domestic, external markets and the European Union market.
Type of index	The index is a Laspeyres type index.
Base year	The base year is at present 1990.
Method of weighting	The index is weighted by the turnover corrected by the ratio turnover/new orders of the sampled enterprises in the base year.

Data collection

Collection techniques	Data collection is done by questionnaires.
Sampling method	A stratified sample survey is used.
Criteria for stratification	The sample is stratified by kind of activity and turnover.
Thresholds for data collection	Units with less than 20 employees are not queried.
Surveyed units	The queried units are enterprises with 20 employees or more and kind-of-activity units with 250 employees or more. 3 800 units are queried.
Response rate	The response rate rises up to 90%.
Periodicity of collection	Data are collected monthly.
Expected progress in data collection	The use of a chain linked index is being reviewed.

Compilation of data

Delays for final index	Approximately 70 days after the end of the month, the index is considered to be definitive.
Estimations	Non-responders are estimated for by using previous months data for the unit and movements of other units in the reference month. Outliers are adjusted manually.
Calculated activities	91 NACE Rev.1 branches from the main aggregates down to the 3-digits level are available in EUROSTAT.
Links to other statistics	New orders data are collected together with the turnover data on the same questionnaire.
Links to other periodicities	Data collections for production index and new orders index have the same periodicity.
Correction of working days	There is no correction of working days for new orders data.
Seasonal adjustment	No seasonal adjustment is carried out for new orders data.

Data dissemination

Name of publication	Data are disseminated in Italy 70 days after the end of the reference month.
Number of published activities	In Italy, 90 branches from the main aggregates down to the 3-digits level are published.
Aggregations	Aggregations are done to reach the 2-digits level of NACE Rev.1.
Breakdowns	The data is broken down by market : domestic/foreign at a first level and EEC/extra EEC at a second level.

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat by teletransmission.
Transmission deadlines	Data are transmitted to Eurostat 73 days after the end of the month.
Intended harmonization	Data are transmitted to Eurostat in NACE Rev.1 since 1995 with base year 1990.

LUXEMBOURG

General information

Summary The Luxemburgish Statistical Office calculates a monthly index basically covering mining and manufacturing industries (sections C, D & E of NACE Rev.1) and construction (section F of NACE Rev.1). It is a Laspeyres index which base year is 1990.

Institution

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L - 2013 LUXEMBOURG

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Unit in charge Département des statistiques de court terme.

Person in charge Mr Roland Kerschenmeyer (tel. 4794 275) or Mr Frank Hansen (tel. 4794 267).

Number of people employed Two persons work on the survey, which covers the following variables: production, turnover, orders, employment, gross wages and salaries and hours worked.

Total costs of the statistic The cost of collecting the statistics is not know.

Registers, classifications and units

Register The information needed to define the reference population is taken from the annual structural inquiry. This information covers sections C, D, E and F of NACE Rev.1. It is up-dated annually by the structural survey.

Classification of activities The classification of activities used by the STATEC is the NACE Rev.1 as there is no national classification.

Definition of units The unit used are the kind-of-activity units as defined by Eurostat. The reporting unit is the enterprise. The units surveyed do not necessarily work only to order.

Legislation

Legal base The legal base for the collection of short term date lies in the law regulating STATEC (9 July 1962) and in Community directives.

Obligation to respond & penalties Lfrs 2500 to 25000 for withholding information.

Coverage

Activities covered The survey covers the sectors listed in the 1972 Directive, plus non-metallic mineral products, chemicals, rubber and processing of plastics.

Segments not covered The following branches are not covered: leather industry (NACE REv.1 division 19), manufacture of radio, television and communications equipment (32) and motor vehicles (34).

Geographical area covered The area covered is the Grand Duchy of Luxemburg.

Coverage

Number of existing units 265 units with 195 in sections C, D and E and 70 in section F of NACE Rev.1.

National concept of variable

Theoretical concept of variable New orders comprise orders received during the period; deliveries from stocks are not equivalent to orders for branches in which production is not always carried out to order.

Type of index The index of new orders is a simple value index with a fixed base year.

Base year The base year is 1990.

Method of weighting The basic indices are weighted by the turnover of enterprises.

Data collection

Collection techniques The data are obtained by questionnaire.

Basic input collected If orders are cancelled, the results are recalculated. If cancellations exceed new orders, they are carried forward to the following month(s).

Sampling method The survey is based on a more or less general census of enterprises employing 20 or more persons or which turnover is large enough to be included in the population.

Thresholds for data collection Statistical units are chosen on the basis of turnover and number of employees.

Surveyed units 265 kind-of-activity units are surveyed, 195 in sections C, D and E and 70 in section F of NACE Rev.1.

Response rate The rate of response is 100%.

Periodicity of collection Data are collected monthly.

Compilation of data

Delays for final index The first publication occurs three months after the end of the reference month and the index is considered definitive six months from the end of the reference year.

Estimations Estimations are based on the units earlier returns and the movements of similar units in the population. Outliers are only corrected if it is confirmed that the units return was incorrect.

Calculated activities The STATEC transmit to Eurostat 51 branches from the NACE Rev.1 section level down to the 3-digits level.

Links to other statistics Data are collected through the questionnaires that are also used for the collection of production, turnover and labour input data.

Correction of working days There is no correction for variations in the number of working days.

Seasonal adjustment There is no adjustment for seasonal variations.

Data dissemination

Name of publication The industrial short term indicators are published in "Indicateurs rapides - Série B".

Number of published activities The index covers 12 industries.

Breakdowns New orders data are broken down by market (domestic / foreign / intra-EC).

Regional aspect No regional breakdown exists.

Treatment of confidential data Aggregates published and supplied to Eurostat are produced in such a way as to guarantee confidentiality. Any additional disaggregation could compromise this.

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat using on-line data transmission.
Transmission deadlines	Data are transmitted three months after the end of the reference month.
Transition to NACE Rev.1	Since the changeover to base year 1990, i.e. with the publication of data for January 1994, it is possible to collect data on the basis of NACE Rev. 1. Revised data for 1990 - 1994 are published on the NACE Rev.1 basis.

NETHERLANDS

General information

Summary The Centraal Bureau voor de Statistiek (C.B.S.) calculates a quarterly index of new orders basically covering manufacturing industry, water, gaz and energy supply and construction (i.e. sections D, E & F of NACE Rev.1). It is a Laspeyres index which base year is 1990.

Institution

Address of responsible organisation Centraal Bureau voor de Statistiek (C.B.S.)
Prinses Beatrixlaan 428,
2273 XZ VOORBURG

Phone & fax Telephone: (31) 70 - 337 38 00
Telefax: (31) 70 - 387 74 29

Unit in charge Department for statistics of manufacturing and construction.

Exceptions concerning institution The office is located in Heerlen
Kloisterweg 1,
6401 CZ Heerlen

Person in charge Mr. P. Scharloo, Telephone: (31) 45 - 70 63 14
Office in: Kloisterweg 1, 6401 CZ Heerlen
Phone: (31) 45 - 70 60 00
Fax: (31) 45 - 72 74 40
Construction: Mr. J. Happel

Number of people employed 8 persons are working on orders data. They are not in charge of data-processing but they are responsible for the stock of orders and new orders received data.

Registers, classifications and units

Classification of activities The classification of activities used by the CBS is originally the International Standart Industrial Classification (ISIC). However, since the beginning of 1995, NACE Rev.1 is used to work out the data for Eurostat.

Definition of units The definition of the units used for the survey is "enterprises or parts of enterprises (if belonging to different branches) with 20 (up to 1991: 10) or more employees". This definition is close to the definition of a "kind-of-activity unit" proposed by Eurostat.
The type of unit used varies from branch to branch.

Legislation

Legal base The legal base for orders statistics is defined by the Legal Act providing for the requirements of accurate economic statistics: Staats Courant 639 D.D. December,28 1936.

Obligation to respond & penalties Irregularities against the obligation of information can be punished with a fine of (maximum) Dfl 5000. But there have been no examples for penalties in the last years.

Confidentiality (law) The violation of confidentiality is punished with prison or a fine.

Coverage

Activities covered	New orders data basically cover manufacturing industries, water, gaz and energy supply and construction (i.e. NACE Rev.1 sections D, E & F).
Segments not covered	New orders are not collected for the mining and quarrying industries (NACE Rev.1 section C) .
Geographical area covered	The geographical area covered by the survey is The Netherlands.

National concept of variable

Theoretical concept of variable	The definition of new orders used by the CBS corresponds to the unfilled orders accepted until the end of the month, disregarding the date of delivery, less the value of already invoiced instalments when the orders are paid over several periods.
Type of index	A simple value index with fixed base year is used.
Base year	The base year is at present 1990.
Method of weighting	The indices are weighted according to the enterprises' previous new orders.

Data collection

Collection techniques	All data collection is done by means of questionnaires.
Basic input collected	Cancelled orders are deducted from the period in which the cancellation took place. If there are more cancellations than orders, negative values are recorded.
Sampling method	All units with 20 or more employees are surveyed. Units with less than 20 employees (not surveyed) represent around 15 percents.
Thresholds for data collection	Units with less than 20 employees are not surveyed. Estimations for enterprises with less than 20 employees are made once a year.
Surveyed units	About 10 000 units are surveyed: 4 000 enterprises and 5 000 kind-of-activity units.
Response rate	The response rate rises up to 90%.
Periodicity of collection	55% of the data are collected monthly, 45% quarterly. The high percentage of quarterly reports entails that monthly estimations in NACE are not possible at the present.

Compilation of data

Delays for final index	Three months after the end of a quarter, the index is considered final.
Calculated activities	The CBS transmits to Eurostat 58 NACE Rev.1 3-digits level activities. 80 branches from aggregates to the 3-digits level are available (partly estimated) in EUROSTAT.
Links to other statistics	The new orders data are integrated into a system for National Accounts Statistic. New orders data are collected on the same questionnaire as the turnover data and with the same periodicity.
Links to other periodicities	Quarterly information is used to improve monthly indicators.
Seasonal adjustment	There is no seasonal adjustment at the moment, but it can be added easily if needed.

Data dissemination

Number of published activities	21 indices are published. Absolute figures for about 160 branches are available as well.
Aggregations	Aggregations are intermediate goods, investment goods and consumer goods; furthermore manufacturing industries and construction.
Regional aspect	No regional breakdown exists.

Data dissemination

Treatment of confidential data

General rule: all branches which consist of less than four enterprises or in which one enterprise has a market share of 70% or more are confidential.

The following NACE/70 groups are regarded as confidential: 241, 242, 244-246, 311-313, 319, 321, 322, 323, 326, 327, 328, 330, 351, 352, 353, 362-365.

The following NACE Rev.1 groups are regarded as confidential: 26.4, 26.5, 26.7, 26.8, 27.1-5, 28.7, 29.1, 29.3, 29.4, 29.5, 30, 34, 35.2, 35.3, 35.4, 35.5.

Link to Eurostat

Mode of data transmission

Data are transmitted to Eurostat by teletransmission

Transmission deadlines

Quarterly data are transmitted to Eurostat one month after the end of the quarter.

Transition to NACE Rev.1

The CBS transmit NACE Rev.1 data to Eurostat since the beginning of year 1995. Data are available in the new classification from 1990 onwards.

AUSTRIA

General information

Summary The Austrian Statistical Office (ÖSTAT) collects monthly new orders data in absolute figures covering manufacturing industries (NACE Rev.1 section D) and construction and civil engineering on a quarterly basis.

Institution

Address of responsible organisation Österreichisches Statistisches Zentralamt.
Abteilung 3: Gewerbliche Wirtschaft.
Hintere Zollamtstraße 2b,
A - 1033 Wien.

Phone & fax Tel.:(0222) 711 28 7065
Fax.:(0222) 715 68 29

Unit in charge Division 3 : Production and services. Ref. 3: Indicators of mining and manufacturing.

Exceptions concerning institution There are no other institutions involved in the calculation of the new orders index.

Person in charge Mr. Schütz and Mrs. Nikl are in charge of the new orders index.

Number of people employed There are 19 persons employed (except data processing). This staff is also responsible for other data collected monthly (labour input, production etc.).

Registers, classifications and units

Register The register is the "Unternehmens- und Betriebsregister". It is the internal register of ÖSTAT and contains all enterprises, establishments and other relevant statistical units without restriction as to a cut-off level.
The register is updated continuously by means of information provided regularly by the Austrian Chamber of Commerce, the "Firmenbuch" and statistical surveys.

Classification of activities The classification of activities used by the Austrian Statistical Office is the code system by institutional aspects set by the Austrian Chamber of Commerce: Kammersystematik der Österreichischen Wirtschaftskammer).
This classification has 2 levels.

Correspondence with Nace/Rev.1, ISIC Since the currently used system is based on institutional aspects there is no correspondence between the Austrian classification and the NACE.

Geographical classification For new orders no geographical classification is used.

Definition of units The unit used for mining and manufacturing statistics is the "Betrieb" (~establishment), that can be defined as an enterprise or part thereof situated in one place, producing a certain product of the branch specific nomenclature of products;
For construction and civil engineering it is the enterprise approximately in the sense of Eurostat's definition.

Legislation

Legal base The law ruling statistics in Austria is the Federal Statistics Act (vers. 1990) and its corresponding regulations.

Obligation to respond & penalties Any respondent refusing to provide the required information may be punished by the local Administrative Authority.

Legislation

Confidentiality (law) Confidentiality is ruled by the Federal Statistics Act. (version 1990) and the Data Protection Law of 1979.

Coverage

Activities covered Basically all manufacturing industries (section D of NACE Rev.1) are covered but there is no complete coverage of these activities since the population of reference excludes establishments attributed to 'Gewerbe'. According to the Austrian definition, "Industry" always comprises only establishments being member of Section "Industrie" of the Austrian Chamber of Commerce.
The population of reference also covers basic iron and steel industry, ceramic industry, glass industry, chemicals industry; construction and civil engineering (quarterly data).

Segments not covered Establishments of mining, crude petroleum, film industry, sawmilling industry, food, beverages and tobacco industry, gas and water supply are not included in the population of reference.

Total size class covered The population covers establishments attributed to "Section Industry" with at least 50 employees. This covers approximately 64% in production value of all industry establishments.

Geographical area covered The geographical area covered is Austria as whole.

Number of existing units Manufacturing industries:
Reference population: 4 773 units
Sample size: 1 656 (establishments with 50 employees or more).
Construction and civil engineering:
Reference population: 3 177 enterprises
Sample size: 1440 enterprises (stratified random sample).

National concept of variable

Theoretical concept of variable The definition of new orders includes orders received during the period and it excludes changes in stocks of orders.

Type of index New orders data are provided in absolute figures. However, the calculation of an index is foreseen.

Data collection

Data Sources All data are obtained from a statistical survey carried out by ÖSTAT.

Sampling method Manufacturing industries:
Reference population: 4 773 units
Sample size: 1 656 (establishments with 50 employees or more).
Construction and civil engineering:
Reference population: 3 177 enterprises
Sample size: 1440 enterprises (stratified random sample).

Representativeness For manufacturing industries, the figures only represent those units above the cut-off level (50 employees or more).
For the construction sector, all units are represented, data are estimated to 100%.

Thresholds for data collection In manufacturing industries the data collection is restricted to establishments having at least 50 employees. Above this threshold it is an exhaustive survey.

Response rate The final response rate is 99,9% .

Periodicity of collection Starting date: End of reference period.
Periodicity: Monthly (Quarterly for construction/civil engineering).

Expected progress in data collection From January 1996 onwards, a cut-off method linked to a fixed unit size measured by the number of employees (probably 20 employees or more in most branches) will be used and the institutional limitations restricting the current survey to establishments attributed to "Industrie" will be abandoned, thus increasing the sample size considerably.

Compilation of data

Delays for final index	The index is published for the first time 7 weeks after the end of the reference month. Data are corrected 2 times, firstly 10 weeks after the end of the reference month, secondly in summer of the year following the reference year. In summer of year t+1 the figures of year t are considered definitive.
Estimations	There are no confidence interval or standard error computed. Non responders are estimated by using the value of the previous response of the same unit without taking account of average growth rates
Calculated activities	The absolute figures are calculated for 17 "Fachverbände" of Section "Industrie" and for construction and civil engineering.
Links to other periodicities	The periodicity is linked to the short term data survey of industrial establishments providing the data. Production and Labour input indicators have the same periodicity.
Correction of working days	There is no calendar adjustment done.
Seasonal adjustment	There is no seasonal adjustment done.

Data dissemination

Name of publication	Data are published in quick reports: "Industrieproduktion" N°2.6. "Industriestatistik" N°2.7 and in "Statistische Übersichten" (Supplement of "Statistische Nachrichten").
Activities disseminated	Figures for 17 "Fachverbände" as well as for construction and civil engineering are published. Since there is no correspondence between NACE and the currently used system no detailed definition concerning present NACE-groups or levels is possible.
Breakdowns & aggregations	New orders from domestic and foreign market are published separately.
Regional aspect	There is no geographical breakdown made.
Treatment of confidential data	Aggregated figures consisting of data of less than 4 establishments are not published.

Link to Eurostat

Mode of data transmission	Data will be transmitted to EUROSTAT by means of floppy disks. However, teletransmission will soon be available.
Transmission deadlines	In Austria, 49 days after the end of month "t" the first publication is available. So far there has been no regular data transmission to Eurostat.
Intended harmonization	It is planned to reduce the threshold of establishments taken into account from 50 to 20 employees and to include also activities currently not included because of institutional aspects.
Transition to NACE Rev.1	It is planned to achieve transition to NACE Rev.1 from 1996 onwards.

SWEDEN

General information

Summary The Swedish Statistical Office calculates a monthly index of new orders covering manufacturing industries (i.e. NACE Rev.1 sections C & D). It is a Paasche chained index with a base year of 1990.

Institution

Address of responsible organisation Statistics Sweden
Karlavägen 100
S - 115 81 STOCKHOLM

Phone & fax Tel.: (46) 87 83 46 78
Fax: (46) 87 83 42 96

Unit in charge Short term indicators and foreign trade section at Statistics Sweden.

Exceptions concerning institution Statistics Sweden is solely responsible for working out the New Orders data.

Person in charge The person in charge is Mr. Bertil Klang, head of programme.

Number of people employed Two full time and one part time employees work on the New Orders index.

Total costs of the statistic The total cost of producing the indices is 2 millions SKR per year (approximately 210 000 ECUs).

Registers, classifications and units

Register The register is the Statistics Sweden Business Register. It contains enterprises (legal units) and local units with turnover of greater than 200,000 SEK (approximately 21 200 ECUs). The register is based on Turnover and Employment records. It is updated twice a month using data from the VAT records and twice a year using data from register inquiries.

Classification of activities The classification of activity used is the Swedish standard industrial classification (SN) 1969.

Correspondence with Nace/Rev.1, ISIC Levels 1-4 of the SNI are identical to ISIC Rev.2.

Geographical classification No geographical classification is used for short term data.

Definition of units The observation unit are the kind-of-activity units belonging to enterprises with 10 or more persons employed.

Legislation

Legal base The law ruling the working out of short term statistics is the Svensk Författningssamling (SCB-FS 1992:11).

Obligation to respond & penalties There is an obligation to respond for all of the queried units. The penalties for non-respondents are fines.

Confidentiality (law) The law ruling confidentiality is the Svensk Författningssamling (SFS 1980:100)

Coverage

Activities covered	The new orders statistics basically cover manufacturing industries that is NACE Rev.1 section D. Most branches are covered at the three digit level and a few branches are calculated at the four or five digit level. That includes the following NACE Rev.1 divisions: 17, 18, 19, 20, 21, 28, 29, 30, 31, 32, 33, 34, 35 and ISIC-2 divisions: 31, 35, 36, 37 and 39.
Total size class covered	The population of reference is based on kind-of-activity units belonging to enterprises with 10 or more employees.
Geographical area covered	The geographical area covered by the survey is the country of Sweden.
Number of existing units	The population has roughly 6500 enterprises.

National concept of variable

Theoretical concept of variable	New Orders are collected directly and represent the orders that have been placed in the reference month. Cancellations are also taken into account.
Type of index	The index is a Paasche index.
Base year	The base year is 1990.

Data collection

Sampling method	Data collection is based on a sample survey. The sample is stratified. In each stratum, units are drawn at random.
Criteria for stratification	The stratification is based on the number of employees: - >200 (100)% - 100-200 (70)% - 50-100 (45)% - 10-50 (20)% Eventually there are about 260 strata. The sampling fraction varies from branch to branch within a size group the above figures are averages per size group.
Thresholds for data collection	Enterprises with less than 10 employees are not included.
Surveyed units	Kind of activity units: 2000 observation units. Reporting units are enterprises or local units.
Response rate	The response rate is 80% unweighted, 90% weighted by amount of new orders.
Periodicity of collection	Data are collected monthly since January 1970.

Compilation of data

Delays for final index	The index is considered definitive about 3.5 month after the surveyed month. The standard error is then close to 1%.
Estimations	Non-responders are imputed. Non-selected are estimated for by applying the inverse of the sampling ratio. Units below the cut-off are not represented in the final estimate. Outliers are corrected automatically and manually.
Calculated activities	Indices are calculated for 38 branches and 20 aggregates at higher ISIC Rev.2 levels. No index is calculated for broad economic categories.
Links to other statistics	The same questionnaire is used for collecting data on new orders and deliveries.
Correction of working days	The calendar adjustment method takes into account the number of working days in the month.
Seasonal adjustment	The seasonal adjustment method used is X-11. But only 13 aggregates (2_digit level, ISIC Rev.2) are seasonally adjusted.

Data dissemination

Name of publication	After 7-8 weeks, data are available in the time series data base. After 2 months, they are published in the SCB Indikatorer, part 2.
Classification of activities used for dissemination	The classification of activities used for dissemination is the Swedish standard for Industrial classification 1969 (Identical to ISIC Rev.2 on levels 1-4).
Activities disseminated	No NACE groups are yet calculated or presented by the Swedish statistical office.
Aggregations	New orders data are broken down by domestic and foreign market.
Treatment of confidential data	All activity groups with less than three enterprises are regarded as confidential.

Link to Eurostat

Mode of data transmission	Data are transmitted to Eurostat by means of floppy disks. Transmission according to the specifications of Eurostat is planned from 1995 onwards.
Transmission deadlines	Data will be transmitted to Eurostat 7 to 8 weeks after the end of the reference month.
Transition to NACE Rev.1	The transition to Swedish standard Industrial classification 1992 which is based on NACE Rev.1 took place in 1995.

UNITED KINGDOM

General information

Summary The British Central Statistical Office (CSO) calculates a monthly index of new orders covering a few manufacturing industries (NACE Rev.1 divisions 29, 30, 31, 32, 33, 35 and 28.11, 28.52, 28.62). It is a Laspeyres index with a base year of 1990.

Institution

Address of responsible organisation Central Statistical Office (CSO)
Government Building
Cardiff Road
NEWPORT
GWENT NP9 1XG

Phone & fax Tel. : (44) 1 633 81 2919
Fax. : (44) 1 633 81 2939

Person in charge Mr David Watts.

Number of people employed 72 persons work on the surveys for production, turnover and new orders data.

Total costs of the statistic The total costs of the statistics rise up to approximately 1 million £ for turnover, new orders and production index together.

Registers, classifications and units

Classification of activities The used nomenclature is SIC(92).

Identification of activities SIC (92) is based on NACE Rev.1.

Definition of units The definitions of units used in the register are :
Enterprise group : units in common ownership.
Enterprise : smallest group of legal units with autonomy within an enterprise group. They have as their basis at least one VAT or PAYE unit. [PAYE: cf. "contents of register"].
Local unit : separate location, typically, factory or plant at a single site or adress.
Reporting unit : units to which the inquiry forms are sent. They represent the enterprise as whole or activities of an enterprise of a specified list of local unit. Very often they are "kind-of-activity units" in the sense of Eurostat's definition. The basic units used for the short term surveys are "enterprises" or "local units". However, the statistical unit chosen ultimately depends on the convenience of the CSO contributors.

Legislation

Legal base Legal base is the section 1 of the Trade Act on Statistics 1947.

Obligation to respond & penalties Fines for refusing information are laid down by the Statistics of Trade Act: for withholding information, maximum penalty is £ 2500.

Coverage

Activities covered The activities covered by the population are the following 29, 30, 31, 32, 33, 35 and 28.11, 28.52, 28.62 of NACE Rev.1.

National concept of variable

Theoretical concept of variable	New orders for the month are sales during the month plus the change in stocks of orders during the month.
Type of index	Laspeyres index. A volume index of new orders is calculated using the output price index as a deflator.
Base year	The base year is at present 1990.
Method of weighting	The basic indices are weighted by the turnover of enterprises.

Data collection

Collection techniques	All data collection is done by questionnaire.
Sampling method	The survey is based on a stratified rotational sample stratified by employment. There is a one in one sample for units with employment of 150 or more and a RRS for those units with less than 150 employees.
Thresholds for data collection	The threshold is measured by the number of employees. The actual threshold varies from branch to branch.
Surveyed units	3 000 units are surveyed each month.
Response rate	90% of all units answer the questionnaires.
Periodicity of collection	Data are collected on a monthly basis.

Compilation of data

Delays for final index	After six months the index is little changed unless seasonal factors have been changed.
Calculated activities	6 divisions are available in Eurostat.
Links to other statistics	New orders data are collected on the same questionnaire as the turnover data and with the same periodicity.

Data dissemination

Name of publication	Data are disseminated in the Unnited Kingdom 2 months after the end of the reference month.
Breakdowns	New orders data are broken down by market (domestic/foreign).
Treatment of confidential data	There is no confidential data.

Link to Eurostat

Mode of data transmission	Data are transmitted to EUROSTAT by teletransmission.
Transmission deadlines	The index for a given month t is transmitted to Eurostat two months later.
Transition to NACE Rev.1	The starting date for the collection of data on the basis of NACE Rev. 1 was 1995. The starting date for the production of estimated data on the basis of NACE Rev. 1 was summer 1995.

Annex 1: questionnaires

Copies of the questionnaires used for data collection.

NB:

On the copies, main titles are translated in English.

The variables indicated by ⇒ are those used to compile the turnover or new orders indices

Belgium

Data for short term indicators are collected monthly according to the frame of the Prodcom statistics. The same survey, carried out by the National Statistical Institute, covers the following variables:

- ⇒ **Part C** **Turnover in value (excluding VAT)**
Breakdown: Industrial services to third parties
 Commercial deliveries
 Deliveries of products manufactured abroad under labour only subcontracting
- New orders received in value (excluding VAT),**
Breakdown: Belgian market
 External market.

Other variables:

- Part A Production by products in quantities and value (VAT excluded).
- Part B Employment: number of employees broken down by manual and non-manual.
 Hours worked by manual workers in industrial activities.
- Part D Wages and salaries quarterly, in value.

Denmark

The questionnaire presented here corresponds to the specific monthly survey on Turnover and Orders, carried out by Denmark Statistics. The following variables are covered:

- ⇒ **Rubric 2:** **Turnover:** value of sales and invoices,
Breakdown: Danish market
 External market.
- ⇒ **Rubric 3:** **New orders:** value of sales and invoices,
Breakdown: Danish market
 External market.
- ⇒ **Rubric 4:** **Stocks of orders:** value of sales and invoices,
Breakdown: Danish market
 External market.
-

Germany

Two questionnaires are presented here. They correspond to two surveys addressed to two types of unit:

- Questionnaire 001 is sent monthly to all **local units (Betriebe)** employing 20 persons or more in mining and manufacturing industries. The observation units are local kind-of-activity units (LKAU).
- Questionnaire 002 is sent monthly to all **enterprises** with more than one local unit in mining and manufacturing industries. Variables are observed at the level of the enterprise itself.

Questionnaire 001:

⇒ **Rubric 2: Turnover:** value in DM for each LKAU in the local unit,
Breakdown: German market
External market.

⇒ **Rubric 3: New orders:** value in DM for each LKAU in the local unit,
Breakdown: German market
External market.

Other variables:

- Rubric 1 Employment: number of persons employed by each LKAU broken down by manual and non-manual workers.
- Rubric 4 Hours worked in number of hours for the whole local unit
- Rubric 5 Wages and salaries: in value for the whole local unit.
- Rubric 6 Production and Distribution of energy in kWh, monthly
- Rubric 7 Consumption of gas in kWh or m³, quarterly.
- Rubric 8 Consumption of heating fuels in tons, quarterly

Questionnaire 002:

⇒ **Rubric 3: Turnover:** value in DM for the whole enterprise,
Breakdown: Total turnover
of which turnover corresponding to trade services and other non-industrial services.

Other variables:

- Rubric 1 Employment: number of persons employed by the whole enterprise broken down by manual and non-manual workers.
- Rubric 2 Hours worked in number of hours for the whole enterprise.

France

The questionnaire presented here corresponds to the quarterly VAT registration form sent to enterprises.

Section A:

- ⇒ **Var. 01 Taxable sales and services** in value for the whole enterprise
- ⇒ **Var. 04 Extra-EC exports** (non taxable)
- ⇒ **Var. 06 Intra-EC deliveries** (non taxable)

Other variables:

- Var. 02 Other taxable operations
 - Var. 03 Intra-EC acquisitions
 - Var. 05 Other non-taxable operations
-

Italy

The questionnaire presented here corresponds to the specific monthly survey on Turnover and Orders, carried out by ISTAT. The following variables are covered:

- ⇒ **Turnover:** value in millions of Lira,
Breakdown: var.01 Italian market
var.02 External market.
var.2c of which, intra-EC countries.
- ⇒ **New orders:** value in millions of Lira,
Breakdown: var.03 Italian market
var.04 External market.
var.4c of which, intra-EC countries.
- ⇒ **Stocks of orders:** value in millions of Lira,
Breakdown: var.05 Italian market
var.06 External market.
var.6c of which, intra-EC countries.

Each month the respondent has the possibility to revise the figure of the preceding month.
A summary statement of the units figures for all months of the year is as well available.

Luxembourg

Data for short term indicators are collected monthly. The same survey, carried out by the STATEC, covers the following variables:

- ⇒ **Part D**
 - 1. Turnover in value (excluding VAT)**
Breakdown: var.801 on the Luxembourgish market
var.802 on intra-EC markets
var.803 on other exports markets
var.810 total turnover
 - 2. New orders received in value (excluding VAT),**
Breakdown: var.811 from the Luxembourgish market
var.812 from intra-EC markets
var.813 from other exports markets
var.820 total new orders

Other variables:

- Part A Production by products in quantities and value (VAT excluded).
 - Part B
 - 1. Employment: number of employees broken down by workers, apprentice and white collars.
 - 2. Wages and salaries broken by manual and non-manual workers, in value.
 - 3. Hours worked for manual workers in industrial activities.
 - Part C Number of days of actual activity in the reference month.
-

The Netherlands

The questionnaire presented here corresponds to the specific monthly survey on Turnover and Orders, carried out by the CBS. The following variables are covered:

- ⇒ **Rubric 1: Turnover: sales in value,**
Breakdown: var.1 Sales of produced goods and industrial services on the Dutch market
var.2 idem on external markets.
var.3 Merchant goods and non-industrial services on the Dutch market
var.4 idem on external markets.
var.5 total turnover
- ⇒ **Rubric 2: Stocks of orders: in value,**
Breakdown: var.6 Dutch market
var.7 External market.
var.8 total order books
-

Portugal

The questionnaire presented here corresponds to the specific monthly survey on Turnover and Employment in Industry, carried out by INE. The following variables are covered:

- ⇒ **Part I Turnover: in value,**
Breakdown:
var.101 Total turnover
broken down by markets (Portugal / Intra-EC / Extra EC)
var.111 Sales of goods
var.121 Sales of finished and intermediate products
var.131 Services

Other variables:

- Part II 3. Employment: number of persons employed.
4&5. Wages and salaries in value.
6. Hours worked.
-

United Kingdom

The questionnaire presented here corresponds to the specific monthly survey on Turnover and Orders, carried out by the NSO. The following variables are covered:

- ⇒ **Turnover: value of sales and invoices,**
Breakdown: Total
of which exports.
- ⇒ **Order books: in value,**
Breakdown: Total
of which exports.

Other variables:

- Merchant goods for resale, in value
-



BELGIUM

STATISTIQUES INDUSTRIELLES
Rue de Louvain 44
1000 BRUXELLES

1995 MOIS DE LA DECLARATION :

IDENTITE ET ADRESSE (à remplir ou à corriger si nécessaire)

NOM ET ADRESSE DE L'UNITE LOCALE :

RUE et N° :

NUMERO POSTAL : LOCALITE :

TEL. : FAX :

N° T.V.A. DE L'ENTREPRISE :

NOM DU CORRESPONDANT :

QUALITE OU SERVICE :

ADRESSE DU CORRESPONDANT SI CELLE-CI EST DIFFERENTE DE L'ADRESSE DE L'UNITE LOCALE :

RUE et N° :

NUMERO POSTAL : LOCALITE :

TEL. : FAX :

OBSERVATIONS : - Pour toute question contactez PRODCOM-INFO (téléphone 02/548.62.44, fax 02/548.62.54).

- Les données que vous fournissez à l'I.N.S. sont confidentielles et ne peuvent en aucun cas être utilisées dans un but fiscal.

- Avant de remplir l'enquête veuillez lire attentivement les instructions de l'annexe.

		A
B. EMPLOI ET VOLUME DU TRAVAIL	Code	NOMBRE
Emploi dans l'unité locale :		
- employés et ouvriers	01
- dont emploi dans les divisions industrielles :		
- employés (travailleurs intellectuels)	02
- ouvriers (travailleurs manuels)	03
Heures prestées par les travailleurs manuels occupés dans les divisions industrielles	04

		A
C. RUBRIQUES COMPLEMENTAIRES	Code	VALEUR TVA exclue (en 1000 F)
Traitements et services industriels fournis à des tiers (non compris les services industriels que vous avez déclarés ci-dessus dans le cadre production A.1 en regard des rubriques de la liste PRODCOM)	10
Industrial services provided to third parties (non included are industrial services for which you have given the production figure under A.1 above)		
Livraisons commerciales	11
Commercial deliveries		
Livraisons de produits fabriqués à façon pour votre compte par des entreprises situées à l'étranger	12
Deliveries of products manufactured under labour only subcontracting by enterprises situated abroad		
Commandes recueillies durant le mois (à ne remplir que pour certaines classes d'activité) :		
- pour le marché belge	13
- for the Belgian market		
- pour les marchés extérieurs	14
- for export markets		

		A
D. SALAIRES ET TRAITEMENTS BRUTS DU TRIMESTRE (à ne remplir qu'en mars, juin, septembre et décembre)	Code	VALEUR (en 1000 F)
Salaires et traitements bruts des travailleurs occupés dans les divisions industrielles	15

Ce questionnaire doit être retourné, dûment rempli, à l'

INSTITUT NATIONAL DE STATISTIQUE

Rue de Louvain 44

1000 BRUXELLES

Au plus tard le 15 du mois qui suit le mois sur lequel porte la déclaration

Signature du chef de l'entreprise
ou de l'unité locale

Certifié exact, le

Indsendes senest 10 dage efter tællingsmånedens udgang til Danmarks Statistik

ORDERS & TURNOVER

Journal nr.

**Ordre og omsætning
Industri**

PRODUCTION <— Deflated Turnover

Branche

Firma nr.

Udbyderens telefonnummer

Tællingsmåned Tællingsnr.

2408-02

Hvis der er fejl i eller ændringer til navn og adresse, bedes rettelse meddelt ved overstrøgning og/eller tilføjelse.

Nedenstående oplysninger skal omfatte følgende virksomheder:

Anvisninger

TURNOVER of own GOODS & SERVICES, NEW ORDERS and STOCKS OF ORDERS

Omsætning af egne varer og tjenester, ordreindgang og ordrebeholdning

Måned MONTH			
Accounting period Opgørelsesperiode	<input type="checkbox"/> 1 kalendermåned 1 calendar month	<input type="checkbox"/> 1 kalendermåned	<input type="checkbox"/> 1 kalendermåned
Her bedes hver måned (med X) angivet den tidsperiode, som nær- mest svarer til af Dem anvendte opgørelsesperiode.	<input type="checkbox"/> 4 arbejdsuger 4 weeks	<input type="checkbox"/> 4 arbejdsuger	<input type="checkbox"/> 4 arbejdsuger
	<input type="checkbox"/> 5 arbejdsuger 5 weeks	<input type="checkbox"/> 5 arbejdsuger	<input type="checkbox"/> 5 arbejdsuger
Art	Salgs- eller fakturaværdi Beløb i 1000 kr.	Salgs- eller fakturaværdi Beløb i 1000 kr.	Salgs- eller fakturaværdi Beløb i 1000 kr.
Omsætning med hjemmemarkedet	Value of sales and services TURNOVER (DOMESTIC)		
Omsætning med eksportmarkedet	TURNOVER (EXPORT)		
Ordreindgang fra hjemmemarkedet	NEW ORDERS (DOMESTIC)		
Ordreindgang fra eksportmarkedet	NEW ORDERS (EXPORT)		
Ordrebeholdning ultimo fra hjemmemarkedet	STOCKS OF ORDERS (DOMESTIC)		
Ordrebeholdning ultimo fra eksportmarkedet	STOCKS OF ORDERS (EXPORT)		

Bemærkninger

The respondent have the possibility to revise the figures
from one month to another.

Eventuel telefonisk henvendelse bedes rettet til: (Anføres kun ved ændring)	For rigtigheden af de meddelte oplysninger:
Navn	Dato
Telefonnummer	Underskrift samt eventuelt firmastempel
Lokal nr.	

Durchschreibesatz! Bitte erst ausfüllen, dann trennen und 1. Blatt einsenden!

Statistisches Landesamt	MONATSBERICHT FÜR BETRIEBE IM BERGBAU UND VERARBEITENDEN GEWERBE MONTHLY REPORT FOR LOCAL UNITS IN MINING AND MANUFACTURING INDUSTRIES	Rechtsgrundlagen, Hinweise und kurze Erläuterungen auf der Rückseite des für Ihre Unterlagen bestimmten Erhebungsvordrucks
Betriebs-Nr.: <input style="width:100%;" type="text"/> Bei Rückfragen bitte angeben.	Rücksendung erbeten bis spätestens: <input style="width:100%;" type="text"/>	Meldung erfolgt für Betrieb (Werk) in (PLZ, Ort).

Statistisches Landesamt AN DIE GESCHÄFTSLEITUNG	Bitte teilen Sie uns mit, an wen wir uns bei Rückfragen wenden dürfen (freiwillige Angabe). Name: <input style="width:100%;" type="text"/> Tel.-Nr.: <input style="width:100%;" type="text"/>
Falls Anschrift oder Firmierung nicht mehr zutrifft, bitte berichtigen.	Die Richtigkeit der nachstehenden Angaben bestätigt: Ort, Datum, Unterschrift

Betriebs-Nr.: <input style="width:100%;" type="text"/>	WZ 93-Nr.: <input style="width:100%;" type="text"/>	Unternehmens-Nr.: <input style="width:100%;" type="text"/>	Berichtsmonat/Jahr: <input style="width:100%;" type="text"/>
SST 1 - 9	(nicht erfassen)		Statistik-Nummer 001

1 Tätige Personen (am Ende des Berichtsmonats)	Betriebssteile im Bergbau und Verarbeitenden Gewerbe Local KAU in mining and manufacturing industries			Local KAU Baugewerbliche Betriebssteile in construction	Other local KAU Sonstige Betriebssteile (Handel, Transport, Landwirtschaft u. s. m.) (in trade, transports, agriculture, etc.)
	WZ 93-Nr.: SST 10 - 13	WZ 93-Nr.: SST 10 - 13	WZ 93-Nr.: SST 10 - 13		
Gesamtzahl der tätigen Personen (einschl. tätiger Inhaber, -innen, ohne Heimarbeiter)	11	11	11	21	31
darunter: Arbeiter und Arbeiterinnen (einschl. gewerblich Auszubildende)	12	12	12	22	32

2 Umsatz im Berichtsmonat · Turnover in reference month					
					in vollen DM
Inlandsumsatz domestic (Umsatz im gesamten Bundesgebiet)		13	13	13	23
Auslandsumsatz export market sowie Umsatz mit deutschen Exporteuren (incl. german exports)		14	14	14	34

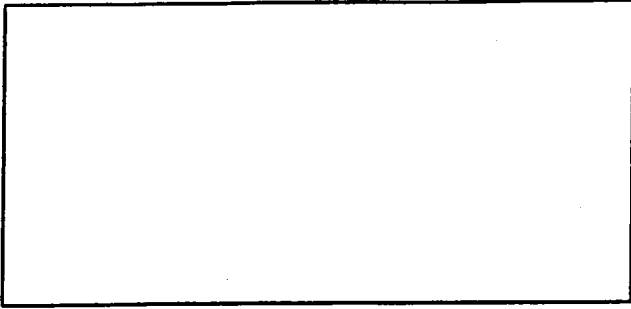
3 Auftragseingang im Berichtsmonat					
					in vollen DM
Inlandsaufträge domestic		16	16	16	
Auslandsaufträge export market		17	17	17	

4 Geleistete Arbeiterstunden im Berichtsmonat (ohne Heimarbeiter- und Angestelltenstunden)			6 Stromversorgung im Berichtsmonat		
			in kWh		
Tatsächlich geleistete Arbeiterstunden der Arbeiter, -innen u. gewerblich Auszubildenden	35				
Bruttolohnsumme einschl. Vergütungen für gewerblich Auszubildende (o. Heimarb.-Löhne)	36				
Bruttogehaltssumme einschl. Vergütungen für kaufm. und techn. Auszubildende	37				
Angaben zu den Abschnitten 4 bis 8 bitte für den gesamten Betrieb machen (einschl. baugewerblicher und sonstiger Betriebssteile).			Eigenerzeugung aus Wasserkraft 61		
			aus Kohle und sonst. Kraftquellen 62		
			Fremdbezug aus öffentlichem Netz 63		
			von anderen Betrieben 64		
			Abgabe an öffentliches Netz 65		
			an andere Betriebe 66		

Berichtsquartal: Angaben zu den Abschnitten 7 und 8 sind nur mit den Monatsberichten März, Juni, September und Dezember für das zurückliegende Berichtsquartal zu machen.

7 Gasverbrauch im Berichtsquartal		8 Heizöl-, Kohleversorgung im Berichtsquartal	
		in vollen Tonnen	
Verbrauch von Erdgas einschl. Erdölgas m ³ - Angaben umgerechnet auf den Brennwert H _o = 35 169 kJ/m ³	74 kWh		41
Verbrauch von Orts-, Kokerei- und Ferngas (ohne reines Erdgas), m ³ - Angaben umgerechnet auf den Brennwert H _o = 35 169 kJ/m ³	72 m ³	Heizöl leicht	51
Bemerkungen: (Wir bitten Sie um Hinweise, falls außergewöhnliche Verhältnisse die Angaben beeinflusst haben; Rückfragen können so weitgehend vermieden werden.)	73 kWh	mittelschwer	52
	71 m ³	schwer	53
		Steinkohle, auch ballastreicher Steinkohlenstaub u. -briketts	43
		Steinkohlenkoks einschl. -koksgrus	44
		Rohbraunkohle, Hartbraunkohle (nur Bayern)	45
		Braunkohlenbriketts, Braunkohlenstaub und -koks	46
			54
			55
			56

Statistisches Landesamt



Durchschreibsatz! Bitte erst ausfüllen, dann trennen und 1. Blatt einsenden!

Stand *Januar*

Statistisches Landesamt	MONATSBERICHT FÜR MEHRBETRIEBSUNTERNEHMEN IM BERGBAU UND VERARBEITENDEN GEWERBE MONTHLY REPORT FOR ENTERPRISES WITH MORE THAN ONE LOCAL UNIT IN MINING OR MANUFACTURING INDUSTRIES	
	Unternehmens-Nr. Bei Rückfragen bitte angeben: <input type="text"/>	Rechtsgrundlagen, Hinweise und kurze Erläuterungen auf der Rückseite des für Ihre Unterlagen bestimmten Erhebungsvordrucks
	Rücksendung erbeten bis spätestens: <input type="text"/>	
Statistisches Landesamt AN DIE GESCHÄFTSLEITUNG		Bitte teilen Sie uns mit, an wen wir uns bei Rückfragen wenden dürfen (freiwillige Angabe): Name: <input type="text"/> Tel.-Nr.: <input type="text"/>
Falls Anschrift oder Firmierung nicht mehr zutrifft, bitte berichtigen.		Die Richtigkeit der nachstehenden Angaben bestätigt: Ort, Datum, Unterschrift

Unternehmens-Nr.: <input type="text"/> WZ 93-Nr.: <input type="text"/> SST 1 - 9 <input type="text"/>	Berichtsmonat/Jahr <input type="text"/>	Statistik-Nummer 002
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Bitte die Angaben für das gesamte Unternehmen (nicht Konzern) machen, d.h. einschl. aller produzierenden und nichtproduzierenden Teile, jedoch ohne Zweigniederlassungen im Ausland.

1 Gesamtzahl der tätigen Personen im Unternehmen am Ende des Berichtsmonats Tätige Inhaber, -innen und tätige Mitinhaber, -innen, unbezahlt mithelfende Familienangehörige, Angestellte, Arbeiter, -innen (ohne Heimarbeiter, -innen und Zusteller <u>im</u> Verlagsgewerbe) sowie Auszubildende	Anzahl <input type="text"/>
--	--------------------------------

T, -innen

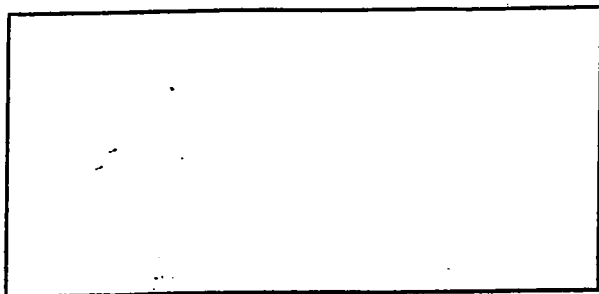
2 Löhne und Gehälter des Unternehmens im Berichtsmonat Bruttolohn- und -gehaltssumme einschl. Vergütungen für Auszubildende sowie Gratifikationen usw., aber ohne Arbeitgeberanteil zur Sozialversicherung und ohne Löhne der Heimarbeiter <u>und</u> Zusteller <u>im</u> Verlagsgewerbe	in vollen DM <input type="text"/>
--	--------------------------------------

1 (2x), -innen

3 Total turnover of the enterprise in the reference month Gesamtumsatz des Unternehmens im Berichtsmonat (einschl. Umsatz aus Handelsware und Umsatz aus Reparaturen, Lohnarbeiten, Lohnveredlung, Installationen und Montagen; ohne Umsatzsteuer)	Value in Dmarks in vollen DM <input type="text"/>
Darunter: Umsatz aus Handelsware und sonstigen nichtindustriellen/nichthandwerklichen Tätigkeiten Of which: Turnover of trade services and other non industrial activities	in vollen DM <input type="text"/>

Bemerkungen: (Wir bitten Sie um Hinweise, falls außergewöhnliche Verhältnisse die Angaben beeinflusst haben; Rückfragen können so weitgehend vermieden werden.)

Statistisches Landesamt





N° 30-2947
MODÈLE OBLIGATOIRE
(Article 287 du C.G.I.)

DIRECTION GÉNÉRALE DES IMPÔTS

FRANCE

TAXE SUR LA VALEUR AJOUTÉE (ET TAXES ASSIMILÉES)
DÉCLARATION MENSUELLE OU TRIMESTRIELLE - RÉGIME RÉEL NORMAL

FORM ②

MINI RÉEL

TURNOVER: VAT Registration form

PÉRIODE DE DÉCLARATION Ne pas omettre de préciser la période

Mois de 19
ou trimestre 19

Numéro d'identification intracommunautaire
001 Code activité
N° d'identification de l'établissement (SIRET)

PAIEMENT, DATE, SIGNATURE

Dater et signer

Paiement par mandat, virement postal, virement bancaire, obligation cautionnée : cocher la case correspondante.
4 Virement bancaire 5 Mandat, vir. postal 6 Obligation cautionnée

Signature
Téléphone (facultatif) :
Régime d'imposition :
Fabriquer impérativement les chèques à l'ordre du TRÉSOR PUBLIC

RÉSERVÉ À L'ADMINISTRATION		Pénalités	
Somme	Date	Taux	
.....	N° R.	5%	9006
dont OC :	N° R.30	5%	9006
.....	N° d'opération Médoc	5%	9007

ADRESSE RÉSERVÉE À LA CORRESPONDANCE

Prayer les indications imprimées par ordinateur si ne correspondent plus à la situation exacte de l'entreprise (dénomination, activité, adresse, régime d'imposition...) signaler ci-contre changement intervenu.

NOM, PRÉNOMS :
du (dénomination)
ACTIVITÉ :
professionnel
ADRESSE :

Date de réception

Recette	Numéro de dossier	Clé	Période	C.D.I.	Insp.	Régime
---------	-------------------	-----	---------	--------	-------	--------

A MONTANT DES OPÉRATIONS RÉALISÉES

OPÉRATIONS IMPOSABLES (H.T.)		OPÉRATIONS NON IMPOSABLES	
01	Ventes, prestations de services Sales, services	04	Exportations hors CEE Extra EC exports
02	Autres opérations imposables Other taxable operations	05	Autres opérations non imposables Other non tax operations
03	Acquisitions intracommunautaires (dont ventes à distance et/ou opérations de montage : Intra-EC acquisitions)	06	Livraisons intracommunautaires Intra EC deliveries
	0031		0032
			0033
			0034

B DÉCOMPTÉ DE LA TVA À PAYER

OPÉRATIONS IMPOSABLES (lignes 1 à 3 ventilées par taux)	Base hors taxe	Taxe due
07 Taux 18,6 %	0200	
08 Taux 5,5 %	0100	
09 Anciens taux	0900	
10 Opérations imposables à un taux particulier (décompte effectué sur annexe 3310 A)	0950	
11 Opérations réalisées dans les DOM	0920	
12		
13 TVA antérieurement déduite à reverser (pour les redevables RSI crédit au 31-12 dont le remboursement a été demandé)	0600	
14 Total (lignes 07 à 13)		
15 Dont TVA sur acquisitions intracommunautaires	0035	

DÉDUCTIONS

16 Biens constituant des immobilisations	0703
17 Autres biens et services	0702
18 Autre TVA à déduire	F
19 Report du crédit apparaissant ligne 24 de la précédente déclaration	F
20 Total des lignes 18 + 19	0701
21 Total (lignes 16 + 17 + 20)	

Indiquer ici le pourcentage de déduction applicable pour la période %

CRÉDIT

22 Crédit de TVA (ligne 21 - ligne 14)	0705
23 Remboursement demandé sur formulaire n° 3519 joint	
24 Crédit à reporter ligne 19 de la prochaine déclaration	

TAXE À PAYER

25 TVA nette due (ligne 14 - ligne 21)	
26 Taxes assimilées calculées sur annexe n° 3310 A	9979
27 Sommes à imputer y compris acompte congés	9989
28 Sommes à ajouter y compris acompte congés	9999
Total à payer	

Si prega di leggere attentamente

ITALY

ISTRUZIONI PER LA COMPILAZIONE DEI MODELLI

FORM ②

Le schede debbono essere compilate con riguardo a tutte le attività svolte dall'impresa. Se nel corso del mese di riferimento dei dati si fossero verificate circostanze tali da influenzare notevolmente il livello normale delle variabili che vengono richieste, si prega di voler segnalare tali circostanze sulla scheda stessa.

I valori debbono essere espressi in *milioni di lire*; nel caso che nel mese di riferimento uno o più fenomeni richiesti non si siano verificati, la scheda deve essere ugualmente inviata all'ISTAT scrivendo "zero" nelle apposite caselle.

1 - Fatturato - Ammontare di tutte le fatture emesse nel mese per vendite sul mercato interno (voce 01) e su quelli esteri (voce 02). Per quanto riguarda le vendite sui mercati esteri, oltre al valore totale della voce 02 va riportato anche il valore parziale riferito solo ai mercati dei Paesi appartenenti alla CEE (voce 2c). Il valore del fatturato va calcolato al netto dell'IVA fatturata ai clienti e degli abbuoni e sconti esposti in fattura ed al lordo delle spese (trasporti, imballaggi, ecc.) e delle altre imposte (per es. imposta di fabbricazione) addebitate ai clienti. Nel fatturato debbono essere comprese anche le vendite di prodotti non trasformati dall'impresa e le fatture per prestazioni di servizi e per lavorazioni eseguite per conto terzi su materie prime da essi fornite; vanno escluse le vendite dei capitali fissi dell'impresa.

2 - Ordinativi assunti nel mese - Ammontare degli ordinativi assunti ed accettati definitivamente nel corso del mese. Nel caso che alcuni ordinativi siano stati commissionati soltanto in termini di quantità (es. tonnellate di filati, numero di pezzi, ecc.) si dovranno trasformare gli ordinativi stessi in termini di valore in base ai prezzi medi correnti di vendita; se ciò non fosse possibile perchè le quantità dei prodotti ordinati non sono state sufficientemente specificate, gli ordinativi dovranno essere segnalati nel mese in cui essi possono essere convenientemente espressi in termini di valore. I dati vanno distinti a seconda che gli ordini provengano da clienti nazionali (voce 03) o da clienti esteri (voce 04). Per gli ordinativi esteri va riportato sia il valore totale (voce 04) che quello parziale relativo ai clienti dei Paesi appartenenti alla CEE (voce 4c).

3 - Consistenza degli ordinativi a fine mese. Ammontare degli ordinativi in essere alla fine del mese. Se sul carnet figurano ordinativi inerenti a prodotti con un lungo ciclo di lavorazione o forniture da effettuare nel corso di più mesi, l'ammontare dell'ordinativo va decurtato della parte già eseguita soltanto nel caso in cui questa sia stata già fatturata. I dati vanno distinti secondo la provenienza degli ordinativi da clienti nazionali (voce 05) o da clienti esteri (voce 06). Per la consistenza degli ordinativi esteri va riportato sia il valore totale (voce 06) che quello parziale relativo ai clienti dei Paesi appartenenti alla CEE (voce 6c).

PAESI CEE: BELGIO, DANIMARCA, GERMANIA, GRECIA, FRANCIA, IRLANDA, LUSSEMBURGO, OLANDA, PORTOGALLO, REGNO UNITO, SPAGNA.

Si prega di indicare, su uno dei modelli inviati a questo Istituto, il nominativo del compilatore a cui rivolgersi per eventuali comunicazioni e di riportare sempre i dati relativi al mese precedente e la somma di controllo (voce 07).

SUMMARY STATEMENT FOR THE YEAR

SCHEDA RIEPILOGATIVA PER L'ANNO (da compilare)

mensilmente e da trattenere per documentazione della Ditta

CODICE DITTA

ATTIVITÀ ECONOMICA

INDAGINE

VOCI	Months						MILIONI DI LIRE					
	GENNAIO		FEBBRAIO		MARZO		APRILE		MAGGIO		GIUGNO	
FATTURATO NAZIONALE	01	TURNOVER (domestic market)										
FATTURATO ESTERO	02	including (foreign market)										
DI CUI CEE	2c	including (EEC market)										
ORDINATIVI NAZIONALI	03	NEW ORDERS (domestic market)										
ORDINATIVI ESTERI	04	including (foreign market)										
DI CUI CEE	4c	including (EEC market)										
CONSISTENZA ORD. NAZ.	05	ORDER BOOKS (domestic market)										
CONSISTENZA ORD. EST.	06	including (foreign market)										
DI CUI CEE	6c	including (EEC market)										
		LUGLIO		AGOSTO		SETTEMBRE		OTTOBRE		NOVEMBRE		
FATTURATO NAZIONALE	01											
FATTURATO ESTERO	02											
DI CUI CEE	2c											
ORDINATIVI NAZIONALI	03											
ORDINATIVI ESTERI	04											
DI CUI CEE	4c											
CONSISTENZA ORD NAZ	05											
CONSISTENZA ORD EST	06											
DI CUI CEE	6c											

PER L'INVIO PIEGARE A META → ← PER L'INVIO PIEGARE A META



ISTITUTO NAZIONALE DI STATISTICA
 Mod. ISTAT/IND/FO
 INDAGINE MENSILE SUL FATTURATO E GLI ORDINATIVI

CODICE DITTA

ATTIVITÀ ECONOMICA INDAGINE

PREMERE LUNGO I BORDI GOMMATI

TURNOVER of the month FATTURATO DEL MESE	VALORI IN MILIONI DI LIRE	
	MESE PRECEDENTE PRECEDING MONTH	MESE CORRENTE CURRENT MONTH
A CLIENTI NAZIONALI to a national client	01	
A CLIENTI ESTERI to a foreign client	02	
DI CUI A CLIENTI DEI PAESI CEE of which, to clients from EC countries	2c	
ORDINATIVI ASSUNTI NEL MESE DA CLIENTI NAZIONALI from national clients	03	
DA CLIENTI ESTERI from foreign clients	04	
DI CUI DA CLIENTI DEI PAESI CEE of which, from clients from EC countries	4c	
CONSISTENZA DEGLI ORDINATIVI A FINE MESE DA CLIENTI NAZIONALI from national clients	05	
DA CLIENTI ESTERI from foreign clients	06	
DI CUI DA CLIENTI DEI PAESI CEE of which, from clients from EC countries	6c	
SOMMA DI CONTROLLO MECCANOGRAFICO - Reportare le somme dei valori delle voci (01+02+2c+03+04+4c+05+06+6c)	07	

Per comunicazioni all'Ufficio IND/A:
 Telefono: (06) 72292.6196
 Telegrammi: ISTAT - 00100 ROMA
 Telefax: (06) 72.22.457 - 72.18.982

N.B. - Eventuali Annotazioni della Ditta:
 Variazioni Ragione Sociale, Indirizzo,
 ecc.

DA INVIARE ENTRO IL 15/

PER L'INVIO PIEGARE A META → ↑ ← PER L'INVIO PIEGARE A META

PER L'INVIO PIEGARE A META → ↓ ← PER L'INVIO PIEGARE A META



ISTITUTO NAZIONALE DI STATISTICA
 Mod. ISTAT/IND/FO
 INDAGINE MENSILE SUL FATTURATO E GLI ORDINATIVI

CODICE DITTA

ATTIVITÀ ECONOMICA INDAGINE

PREMERE LUNGO I BORDI GOMMATI

VOCI	VALORI IN MILIONI DI LIRE	
FATTURATO DEL MESE	MESE PRECEDENTE	MESE CORRENTE
A CLIENTI NAZIONALI	01	
A CLIENTI ESTERI	02	
DI CUI A CLIENTI DEI PAESI CEE	2c	
ORDINATIVI ASSUNTI NEL MESE DA CLIENTI NAZIONALI	03	
DA CLIENTI ESTERI	04	
DI CUI DA CLIENTI DEI PAESI CEE	4c	
CONSISTENZA DEGLI ORDINATIVI A FINE MESE DA CLIENTI NAZIONALI	05	
DA CLIENTI ESTERI	06	
DI CUI DA CLIENTI DEI PAESI CEE	6c	
SOMMA DI CONTROLLO MECCANOGRAFICO - Reportare le somme dei valori delle voci (01+02+2c+03+04+4c+05+06+6c)	07	

Per comunicazioni all'Ufficio IND/A:
 Telefono: (06) 72292.6196
 Telegrammi: ISTAT - 00100 ROMA
 Telefax: (06) 72.22.457 - 72.18.982

N.B. - Eventuali Annotazioni della Ditta:
 Variazioni Ragione Sociale, Indirizzo,
 ecc.

DA INVIARE ENTRO IL 15

Le présent questionnaire devra être renvoyé,
dûment rempli, au STATEC, avant le 20 du
mois suivant le mois de référence

MONTHLY
**STATISTIQUE MENSUELLE
DE L'ACTIVITE INDUSTRIELLE**

L'obligation de remplir le présent questionnaire résulte des dispositions de l'article 7 de la loi du 9 juillet 1962 portant institution du STATEC. Le refus de fournir les renseignements demandés sera passible d'une amende de deux mille cinq cent un à vingt-cinq mille francs.

Tous les renseignements individuels bénéficient de la garantie du secret statistique et ne peuvent être communiqués à des tiers.

L'unique objectif poursuivi par le traitement informatique des données fournies est l'établissement de tableaux statistiques; en conséquence un droit d'accès à la banque de données, ou un droit de rectification, n'est pas prévu.

Nom et adresse de l'entreprise:

A. PRODUCTION

(voir feuille séparée) → cf: LUXEMBOURG ③

B. PERSONNEL OCCUPE EMPLOYMENT

1. Effectifs:

(Situation à la fin du mois de référence)

Ouvriers (travailleurs manuels, non-compris les contremaîtres, le personnel de surveillance ainsi que les ouvriers à domicile)	Apprentis (apprentis-ouvriers)	Employés (employés proprement dits ainsi que les contremaîtres, le personnel de surveillance, les ingénieurs, les cadres et le personnel de direction. Non-compris les propriétaires et d'éventuels aides familiaux non-rémunérés)	Salariés au total
(701) _____ +	(702) _____ +	(703) _____ =	(704) _____

2. Masse des salaires et traitements: Wages and salaries

Salaires et traitements bruts payés
(y compris les impôts directs et les cotisations des salariés à la sécurité sociale)

Part patronale des cotisations à la sécurité sociale au profit des salariés:

	Mensualités (y compris les primes de rendement, les heures supplémentaires et le congé de maladie payé par l'entreprise) (en milliers de F)	Versements à caractère non-périodique (p. ex. gratifications, 13e mois, pécules de vacances, etc.) (en milliers de F)	(en milliers de F)
Ouvriers et apprentis:	(711) _____	(712) _____	(713) _____
Employés:	(721) _____	(722) _____	(723) _____

3. **Nombre total d'heures-ouvriers payées:** (731) _____ heures
 (Ouvriers et apprentis; heures supplémentaires, congés divers (p. ex. congé de maladie payé par l'entreprise), jours fériés et chômage compris)

heures de congés divers et de jours fériés payées: - (732) _____ heures
 dont

heures de chômage payées: - (733) _____ heures

Nombre d'heures effectivement travaillées: = (734) _____ heures
 Hours worked

C. DUREE D'ACTIVITE EFFECTIVE
NUMBER OF DAYS IN ACTIVITY DURING THE MONTH

Pendant combien de jours l'entreprise avait-elle une activité de production effective pendant le mois de référence ?

(795) _____ jours

D. MARCHÉ DES AFFAIRES

Valeurs en milliers F

1. Chiffre d'affaires facturé au cours du mois, sans TVA
 (en milliers F)
TURNOVER

- réalisé sur le marché luxembourgeois . . . on the luxembourgish market (801) _____

- réalisé sur le marché communautaire (CE) . . on the intra-EC market . . . + (802) _____

- réalisé sur des marchés tiers . . . on other markets + (803) _____

Chiffre d'affaires facturé au total . . . Total turnover = (810) _____

2. Valeur des entrées de commandes nouvelles
 (en milliers F)
NEW ORDERS

- en provenance du marché luxembourgeois . from the luxembourgish market (811) _____

- en provenance du marché communautaire from the intra-EC market + (812) _____

- en provenance de marchés tiers. from other markets . . . + (813) _____

Valeur de l'ensemble des commandes nouvelles = (820) _____

Le soussigné atteste l'exactitude des renseignements donnés:

_____ le _____ 199_____

Personne susceptible de fournir des précisions concernant le questionnaire:

 Nom Telephone

 (Signature du chef de l'entreprise ou de son remplaçant)



Teruzenden binnen 10 dagen na ontvangst

MAANDENQUÊTE INDUSTRIE: VERKOPEN EN ORDERPOSITIE.

Z 012

Opgave over de maand of e periode (van v/m)

Ingevuld door:

Beantwoording van de vragen en tijdige inzending van de vragenlijst is verplicht ingevolge de Wet van 26 december 1936, Stbl. 639 DD. Geheimhouding van de individuele gegevens wordt door dezelfde wet gewaarborgd.

Rubriek 1 Verkopen produkten en overige opbrengsten

Rgt	Sales of products and other revenues		Factuurwaarde ¹⁾ in f 1 000	Value of invoice
1	Verkopen van zelfvervaardigde produkten en opbrengsten van industriële diensten ²⁾	binnenland	domestic	
2	Sales of products produced and revenues of industrial services	buitenland	foreign	
3	Verkopen van handelsgoederen en opbrengsten van overige niet-industriële activiteiten ³⁾	binnenland	-----	
4	Sales of products traded and revenues from other non-industrial services	buitenland	-----	
5		totaal	-----	

Rubriek 2 Industriële openstaande orders aan het einde van de verslagperiode⁴⁾

Rgt	Book of industrial orders at the end of the period		Waarde in f 1 000
6	Industriële openstaande orders	binnenland	-----
7		buitenland	-----
8		totaal	-----

- I.v.m. de inhoudhouding van uw gegevens legonover derden kunt u de tekst/rook verwijderen en tevens gebruiken als archiefexemplaar voor uw administratie.

Opgave over de maand

of e periode (van t/m)

Rubriek 1

Rgl	Factuurwaarde ¹⁾ in f 1 000
1	_____
2	_____
3	_____
4	_____
5	_____

Verklaring der noten.

¹⁾ De waarde van de aan derden verkochte goederen en opbrengsten van diensten, excl.: BTW, aan afnemers in rekening gebrachte accijnzen, verbruiksbelastingen, BPM op auto's en stasiegelden.
Deze waarde
- niet verminderen met: kortingen en bonussen;
- niet verhogen met: exportrestituties, exploitatiesubsidies, monetair compenserende bedragen en bedragen voor wach, verzekeringen e.d. welke door derden in rekening zijn gebracht.

²⁾ Gefactureerde termijnen m.b.t. het 'onderhanden werk' dienen in de verkopen te worden meegeteld. Hier ook opnemen de verkopen van uit gekochte onderdelen geassembleerde produkten, alsmede door derden in loondienst vervaardigde produkten.
Bedragen ontvangen voor het ter beschikking stellen van arbeidskrachten dienen hier niet te worden meegeteld (zie noot 3).

Rubriek 2

Rgl	Waarde in f 1 000
6	_____
7	_____
8	_____

³⁾ Handstgoederen: goederen die zonder verdere bewerking (in de eigen onderneming of in loondienst door derden), met het oogmerk 'handel drijven', worden doorverkocht.

Overige niet-industriële activiteiten: activiteiten die naar hun aard als niet-industriël worden beschouwd (b.v. verhuur- en bouwactiviteiten) en dus ook niet zijn begrepen onder 'industriële diensten'.
Ontvangen bedragen voor aan derden ter beschikking gestelde arbeidskrachten hier meetellen.

⁴⁾ De waarde van de openstaande geaccepteerde industriële orders aan het einde van de verslagperiode, ongeacht het tijdstip van levering, verminderd met de hierop reeds gefactureerde termijnen.

(Indien van toepassing)

⁵⁾ Onder gewerkte directe produktie uren te verstaan:

- uren die rechtstreeks op projecten of opdrachten worden geboekt
 - uren van personeel dat direct productief aan een opdracht (orden) werkzaam is
 - uren die rechtstreeks worden geboekt als werkelijke produktiekosten
- Het gaat hierbij niet om de gecalculeerde tijd maar de gewerkte tijd.

NIET meetellen:

- uren die normaal in de vorm van opelagen op de directe produktiekosten worden geboekt, zoals overhead (directie, administratie en acquisitie)
- ziekteverzuim, vakantie e.d.

4) The value of the unfilled accepted industrial orders at the end of the period in question, disregarding the time of delivery invoiced installments here upon

Instrumento de Notação do Sistema Estatístico Nacional (Lei 6/89 de 15 de Abril) de resposta obrigatória, registado no IRE sob o nº.8008, válido até 95-12-31.



INSTITUTO NACIONAL DE ESTATÍSTICA

INQUÉRITO MENSAL À INDÚSTRIA
VOLUME DE NEGÓCIOS
E EMPREGO

DEPARTAMENTO DE ESTATÍSTICAS DA INDÚSTRIA
Av. António José de Almeida - 1000 Lisboa
Telefone - 8470060 Telefax - 8481030

MONTHLY SURVEY OF TURNOVER
AND EMPLOYMENT IN INDUSTRY

PORTUGAL

ATENÇÃO

- Leia, por favor, as instruções de preenchimento antes de responder.
- Responda com verdade. Sem informações correctas é impossível apresentar estatísticas rigorosas.
- A confidencialidade dos dados individuais é garantida por lei.
- Devolução legal obrigatória até 10 dias após o fim do mês a que se refere a informação.

MÊS A QUE SE REFERE A INFORMAÇÃO : _____ DE 199__

Se a empresa não laborou durante todo ou, parte, do mês, marque uma cruz

Sempre que, por qualquer motivo, não consiga disponibilizar, dentro do prazo, a totalidade da informação solicitada, deve enviar uma fotocópia com a informação disponível até àquela data, devolvendo o original (com informação integral), logo que possível.

QUADRO I - VOLUME DE NEGÓCIOS			TURNOVER		intra-EC markets		extra-EC market
POC	DESIGNAÇÃO	CÓDIGO	TOTAL (5+6+7) (1 000 Esc.)	MERCADO INTRACOMUNITÁRIO		MERCADO EXTRACOMUNITÁRIO (1 000 Esc.)	
				PORTUGAL (1 000 Esc.)	OUTROS PAÍSES DA C.E. (1 000 Esc.) other EC countries		
1	2	3	4	5	6	7	
71+72	Volume de Negócios	1 0 1	Turnover				
*	Vendas de Mercadorias	1 1 1	Sales of goods				
*	Vendas de Produtos Acabados e Intermediários	1 2 1	Sales of finished and intermediate products				
72	Prestação de Serviços	1 3 1	Services				

QUADRO II - EMPREGO, REMUNERAÇÕES E VOLUME DE TRABALHO PRESTADO					
DESIGNAÇÃO	CÓDIGO	Número de Pessoas ao Serviço, na última semana completa do mês.	Remunerações Brutas		Horas Trabalhadas (nº)
			Total de Remunerações (1 000 Esc.)	Pagamentos referentes a outros meses (1 000 Esc.)	
1	2	3	4	5	6
Total de Pessoal	2 0 0				

Observações :
Rectificações às informações presentes na etiqueta: _____

Se, durante o mês em referência, não registou movimento nos quadros anteriores, indique o motivo (ex: suspensão, cessação de actividade, fusão, alteração de actividade, etc...): _____

Se, durante o mês, qualquer da variáveis inquiridas nos quadros I ou II apresentou uma oscilação significativa, indique o motivo : _____

Descrição da actividade principal da empresa _____

Reservado ao INE
CAE | | | | |

CARIMBO DA FIRMA, Indique o nome (em letra maiúscula) do funcionário qualificado para prestar qualquer esclarecimento acerca de dúvidas que possam surgir na verificação do questionário :

Nome _____
Telefone _____ Telex _____ Telefax _____
Localidade _____
Assinatura da pessoa responsável pelo preenchimento do inquérito : _____ Data : ___/___/___

Para esclarecimento de quaisquer dúvidas queira, por favor, manter arquivada uma fotocópia do questionário, devidamente preenchido e, se necessário, contactar os nossos serviços na morada indicada ou, através do telef. 847 00 50 Ext.1288, 1416 e 1417.

Conceitos e Instruções :

Empresa - é toda a organização definida juridicamente, com balanço próprio, submetida a uma direcção que tanto pode ser uma entidade jurídica como física e, constituída com o fim de exercer num ou, em vários locais, uma ou várias actividades de produção de bens e serviços.

Actividade principal - é aquela que tem maior importância, medida pelo valor, a preços de venda dos produtos vendidos (ou fabricados) ou dos serviços prestados. Na impossibilidade de determinar qual das actividades tem maior volume de vendas, considere como principal a que ocupa, com carácter de permanência, maior número de trabalhadores.

Nota : para preenchimento dos campos relativos ao quadro I, deverão observar-se as indicações contidas no Plano Oficial de Contabilidade (POC).

Volume de Negócios - corresponde ao total de facturação (com exclusão do IVA), relativa à venda de mercadorias, produtos acabados e intermédios, subprodutos, desperdícios, resíduos e refugos (Contas POC 711, 712 e 713) e à prestação de serviços a terceiros (Contas POC 721 a 725). A este valor devem deduzir-se as devoluções e, os descontos e abatimentos (Contas POC 717, 718, 727 e 728) e, devem adicionar-se todas as taxas, encargos ou despesas que recaiam sobre os produtos e que sejam imputados ao cliente, ainda que facturados separadamente. Não devem ser considerados os subsídios de exploração ou quaisquer receitas provenientes da venda de Imobilizado.

Vendas de mercadorias - consiste na facturação de produtos adquiridos a outras empresas e vendidos nesse estado, com exclusão do IVA (Conta POC 711), após dedução de devoluções e abatimentos (Contas POC 7171 e 7181).

Vendas de produtos acabados e intermédios - consiste na facturação de produtos fabricados pela própria empresa (ou mandados fabricar a terceiros com matérias primas próprias), com exclusão do IVA (Conta POC 712), após dedução de devoluções, descontos e abatimentos (Contas POC 7172 e 7182).

Total de Pessoal - refere-se a todos os trabalhadores que fazem parte da "folha de remunerações", independentemente do tipo de contrato, do trabalho a tempo inteiro ou parcial ou, do local de desempenho, no momento de referência (medido na última semana completa do mês a que se refere a informação).

Inclui :

- os trabalhadores "ao domicílio", desde que constem da folha de remunerações;
- os trabalhadores temporariamente ausentes (por férias, maternidade, conflito de trabalho, formação profissional, doenças ou acidentes de trabalho, com duração inferior a um mês);

Nota : os trabalhadores a tempo parcial devem ser contabilizados em número equivalente de trabalhadores a tempo inteiro.

Não inclui :

- os trabalhadores que se encontrem cedidos para prestar serviço noutras empresas;
- os trabalhadores que se encontrem a prestar o serviço militar;
- os trabalhadores de outras empresas contratados para realizar serviços de reparações no Imobilizado;
- os trabalhadores que não fazem parte da folha de remunerações.

Remunerações brutas - referem-se aos pagamentos em dinheiro ou em espécie, antes da dedução de quaisquer descontos, efectuados pela empresa às pessoas que se incluem no conceito de "pessoal ao serviço";

Incluem :

- os prémios de produtividade e assiduidade; os subsídios, em dinheiro, de refeição, de transporte, etc.; os benefícios em géneros, tipo habitação, automóvel, etc.; as diuturnidades; os subsídios de férias e 13^º mês; os pagamentos de horas extra; os subsídios por difíceis condições de trabalho, trabalho de risco e, semelhantes; os descontos e impostos pagos pela empresa e incluídos no recibo de remunerações do pessoal.

Pagamentos referentes a outros meses - devem considerar-se os pagamentos efectuados no mês de inquirido, referentes aos trabalhadores do conceito "pessoal ao serviço", mas relativos a outros períodos (exemplos : adiantamentos, pagamentos em atraso, etc.). Devem estar também incluídos no total da coluna 4.

Horas trabalhadas - refere-se ao número de horas efectivamente trabalhadas durante o mês a que respeita a informação, pelo "pessoal ao serviço" na empresa, tal como é definido no respectivo conceito.



UNITED KINGDOM

A compulsory inquiry conducted by
the Government Statistical Service

RESTRICTED - COMMERCIAL

Central Statistical Office
Newport, Gwent NP9 1XG

Fax 01633 812939

Notice under Section 1 of the Statistics of Trade Act 1947

Dear Contributor

We carry out this inquiry to obtain information on the movement of sales in each industry. The inquiry provides government with information essential for the monthly index of production.

We try to keep the numbers of forms sent to an absolute minimum, but to ensure that our results are representative of all industry we need to go to a wide variety of firms.

Because of the importance of this information the completion of this return is **compulsory** under the Statistics of Trade Act 1947. Your information will be treated in strict confidence as required by the Act and will not be revealed in any statistics which enable your company to be identified, or given to any unauthorised person without your permission.

Please fill in the form and return it to the Central Statistical Office **within 10 days of the end of the period**. If exact figures are not yet available you may give estimates.

If you need any further information or have any difficulties providing the data please ring the above number.

Please accept my thanks for your co-operation. Without it, we could not provide a good service to government and the business community.

Yours faithfully

O. P. A. BLACK
Head of Production Sector Branch

--

• **Coverage:** Your return should cover only the company or units described.

Period covered by this return from

Day	Month	Year
/	/	/

(calendar month or if not available nearest equivalent period) to

Day	Month	Year
/	/	/

Have there been any changes this month in your company's organisation Yes / No*

*Please circle whichever is appropriate and give brief details in "Remarks"

Turnover and exports

Total - £ thousands	of which exports - £ thousands

Turnover
Include Home and export invoiced sales of your products; income from services, merchanted goods.
Exclude VAT (including repayments); income from any subsidiary or overseas unit of the company; progress or stage payments; receipts of interest and dividends; sales of capital assets; grants and corrections for earlier misreporting.

Exports
Include Goods exported directly or through agents, to markets outside of Great Britain and Northern Ireland.
Exclude Goods sold to another company in the UK even if the ultimate destination is known to be outside Great Britain and Northern Ireland.

Orders on hand at end of the period

Total - £ thousands	of which exports - £ thousands

State the value of all orders booked but still outstanding.

Merchanted goods

Total - £ thousands

Goods bought in solely for resale which have not been subjected to any further manufacturing process

Remarks:
It will help us to analyse the data and avoid troubling you further if figures which show a significant change since the previous month (eg halved or doubled) could be explained here. Also use this space if you wish to revise earlier months' figures or to change company details printed on this form.

Name of person to be contacted should this be necessary

--

Position in company

--

 Telephone No.

--

Signature Date

Annex 2: 1972 Directive

COUNCIL DIRECTIVE

of 30 May 1972

concerning coordinated statistics on the business cycle in industry and small craft industries

(72/211/EEC)

THE COUNCIL OF THE EUROPEAN COMMUNITIES,

Having regard to the Treaty establishing the European Economic Community, and in particular Article 213 thereof;

Having regard to the draft submitted by the Commission;

Whereas the Commission, in order to carry out the tasks entrusted to it under the Treaty, must have at its disposal coherent statistics, comparable as between States, on the economic situation of industry and small craft industries in Member States;

Whereas, as regards statistics for the study of business-cycle and economic developments, the Council, in its Recommendation of 28 July 1966 to the Member States on certain provisions to be adopted for improving business-cycle statistics, pointed out that there were significant gaps in those statistics and stressed the need for improvement; whereas the Conjunctural Policy Committee, in its Opinion of 22 July 1969 on the implementation of that Recommendation, noted that some of the suggestions made in the Recommendation had indeed been put into effect, but that—particularly as regards industry—certain data essential to analysis and to the formulation of conjunctural policy were still not available in most Member States; whereas the Committee therefore pointed to certain statistical data on industry referred to in the Council Recommendation which should first be obtained so as to provide a basis for monthly business-cycle statistics, and thus, at least partially, fill the existing gaps;

Whereas valid comparisons cannot be drawn from statistics unless these are based on coordinated definitions and methods;

Whereas the increasing international interpenetration and interdependence not only of industrial and small craft undertakings and of competing markets but also of business conditions and economic policies now require that statistics on industry and small craft industries be compiled for the purpose of examining business-cycle and economic developments in the Communities; whereas these statistics also provide invaluable information for coordinating short-term economic policy with medium-term economic objectives;

Whereas it is hoped that short-term statistics on industry and small craft industries will provide extensive information for the overall study of general economic trends and relations and also reveal the business-cycle trends in the various branches of industry; whereas they ought, therefore, to help in making possible the analysis of disturbances and discrepancies in certain markets of the Communities; and of their rate of growth or regression, and this requires a breakdown of statistics by branch of industry;

HAS ADOPTED THIS DIRECTIVE:

Article 1

The Member States shall, in technical cooperation with the Commission, take all necessary steps for collecting on the basis of coordinated definitions and methods the quantitative statistical data required for the study of the business-cycle and economic trends in industry and small craft industries. Preparatory work must be completed by the end of 1972 at the latest, so that the first results may be communicated to the Commission.

Article 2

The statistics shall cover the industrial activities listed in Divisions 1 to 4 of the Nomenclature of Economic

Activities in the European Communities (NACE, 1970 edition). They must at least cover undertakings employing 20 or more persons. In order that results may be promptly available, individual basic data may be collected on a representative basis.

The statistical unit shall be the economic activity unit. For the purposes of the Communities, presentation of these statistics shall be based on NACE.

Article 3

These statistics, broken down by branch of industry and grouped under the main sectors of production of significance for cyclical and economic analysis, for example:

- industries producing capital goods;
- industries producing consumer goods;
- industries producing intermediate and semi-finished products;

shall relate to the following variables:

- monthly:
 1. index numbers of industrial production;
 2. turnover;
 3. orders received, broken down into domestic and export orders;
- initially at least quarterly:
 4. gross wages and salaries;
 5. number of employees, specifying the number of manual workers;
 6. volume of work done.

Statistics on orders, referred to under item 3, shall relate only to those branches of industry for which an observation of orders provides significant information for the study of markets and production trends.

These branches, which must be uniformly covered by all Member States, are the branches of the following industries: the metal-working industry (NACE 31 to 37), the textile industry (NACE 43), the man-made fibres industry (NACE 26), the footwear and clothing industries (NACE 45), the wood and wooden furniture industries (NACE 46), the paper and paper products industries (NACE 471 and 472).

Article 4

A subsequent Council Directive shall, on the basis of coordinated definitions and methods, lay down the measures required for the drawing up of statistics necessary for the study of economic and business-cycle trends in the construction industry—making use, if necessary, of variables other than those referred to in Article 3; the Directive shall also specify the frequency with which these statistics must be produced.

Article 5

The Member States shall all appropriate steps to reduce to a minimum the time needed for carrying out surveys and for processing and calculating data, in order that the results of the statistics may be available to the Commission as soon as possible.

Article 6

The cost of compiling these statistics in the Member States shall be borne by the national budgets.

Article 7

This Directive is addressed to the Member States.

Done at Brussels, 30 May 1972.

For the Council

The President

J. P. BUCHLER

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- 5 Agricultura, silvicultura y pesca (verde)
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- B Συγκυριακές στατιστικές
- C Λογαριασμοί και έρευνες
- D Μελέτες και έρευνα
- E Μέθοδοι
- F Στατιστικές εν συντομία

IT Classificazione delle pubblicazioni dell'Eurostat**TEMA**

- 0 Diverse (rosa)
- 1 Statistiche generali (blu)
- 2 Economia e finanze (viola)
- 3 Popolazione e condizioni sociali (giallo)
- 4 Energia e industria (azzurro)
- 5 Agricoltura, foreste e pesca (verde)
- 6 Commercio estero (rosso)
- 7 Commercio, servizi e trasporti (arancione)
- 8 Ambiente (turchese)
- 9 Ricerca e sviluppo (marrone)

SERIE

- A Anuari e statistiche annuali
- B Statistiche sulla congiuntura
- C Conti e indagini
- D Studi e ricerche
- E Metodi
- F Statistiche in breve

FI Eurostatin julkaisuluokitus**AIHE**

- 0 Sekalaista (vaaleanpunainen)
- 1 Yleiset tilastot (yönsininen)
- 2 Talous ja rahoitus (violettii)
- 3 Väestö- ja sosiaalitalstatot (keltainen)
- 4 Energia ja teollisuus (sininen)
- 5 Maa- ja metsätalous, kalastus (vihreä)
- 6 Ulkomaankauppa (punainen)
- 7 Kauppa, palvelut ja liikenne (oranssi)
- 8 Ympäristö (turkoosi)
- 9 Tutkimus ja kehitys (ruskea)

SARJA

- A Vuosikirjat ja vuositalstatot
- B Suhdannetilstatot
- C Laskennat ja kyselytutkimukset
- D Tutkimukset
- E Menetelmät
- F Tilastokatsaukset

DA Klassifikation af Eurostats publikationer**EMNE**

- 0 Diverse (rosa)
- 1 Almene statistikker (mørkeblå)
- 2 Økonomi og finanser (violet)
- 3 Befolkning og sociale forhold (gul)
- 4 Energi og industri (blå)
- 5 Landbrug, skovbrug og fiskeri (grøn)
- 6 Udenrigshandel (rød)
- 7 Handel, tjenesteydelser og transport (orange)
- 8 Miljø (turkis)
- 9 Forskning og udvikling (brun)

SERIE

- A Årbøger og årlige statistikker
- B Konjunkturstatistikker
- C Tællinger og rundspørger
- D Undersøgelser og forskning
- E Metoder
- F Statistikoversigter

EN Classification of Eurostat publications**THEME**

- 0 Miscellaneous (pink)
- 1 General statistics (midnight blue)
- 2 Economy and finance (violet)
- 3 Population and social conditions (yellow)
- 4 Energy and industry (blue)
- 5 Agriculture, forestry and fisheries (green)
- 6 External trade (red)
- 7 Distributive trades, services and transport (orange)
- 8 Environment (turquoise)
- 9 Research and development (brown)

SERIES

- A Yearbooks and yearly statistics
- B Short-term statistics
- C Accounts and surveys
- D Studies and research
- E Methods
- F Statistics in focus

NL Classificatie van de publikaties van Eurostat**ONDERWERP**

- 0 Diverse (roze)
- 1 Algemene statistiek (donkerblauw)
- 2 Economie en financiën (paars)
- 3 Bevolking en sociale voorwaarden (geel)
- 4 Energie en industrie (blauw)
- 5 Landbouw, bosbouw en visserij (groen)
- 6 Buitenlandse handel (rood)
- 7 Handel, diensten en vervoer (oranje)
- 8 Milieu (turkoois)
- 9 Onderzoek en ontwikkeling (bruin)

SERIE

- A Jaarboeken en jaarstatistieken
- B Conjunctuurstatistieken
- C Rekeningen en enquêtes
- D Studies en onderzoeken
- E Methoden
- F Statistieken in het kort

SV Klassifikation av Eurostats publikationer**ÄMNE**

- 0 Diverse (rosa)
- 1 Allmän statistik (mörkblå)
- 2 Ekonomi och finans (lila)
- 3 Befolkning och sociala förhållanden (gul)
- 4 Energi och industri (blå)
- 5 Jordbruk, skogsbruk och fiske (grön)
- 6 Utrikeshandel (röd)
- 7 Handel, tjänster och transport (orange)
- 8 Miljö (turkos)
- 9 Forskning och utveckling (brun)

SERIE

- A Årsböcker och årlig statistik
- B Konjunkturstatistik
- C Redogörelser och enkäter
- D Undersökningar och forskning
- E Metoder
- F Statistiköversikter

DE Gliederung der Veröffentlichungen von Eurostat**THEMENKREIS**

- 0 Verschiedenes (rosa)
- 1 Allgemeine Statistik (dunkelblau)
- 2 Wirtschaft und Finanzen (violett)
- 3 Bevölkerung und soziale Bedingungen (gelb)
- 4 Energie und Industrie (blau)
- 5 Land- und Forstwirtschaft, Fischerei (grün)
- 6 Außenhandel (rot)
- 7 Handel, Dienstleistungen und Verkehr (orange)
- 8 Umwelt (türkis)
- 9 Forschung und Entwicklung (braun)

REIHE

- A Jahrbücher und jährliche Statistiken
- B Konjunkturstatistiken
- C Konten und Erhebungen
- D Studien und Forschungsergebnisse
- E Methoden
- F Statistik kurzgefaßt

FR Classification des publications d'Eurostat**THÈME**

- 0 Divers (rose)
- 1 Statistiques générales (bleu nuit)
- 2 Économie et finances (violet)
- 3 Population et conditions sociales (jaune)
- 4 Énergie et industrie (bleu)
- 5 Agriculture, sylviculture et pêche (vert)
- 6 Commerce extérieur (rouge)
- 7 Commerce, services et transports (orange)
- 8 Environnement (turquoise)
- 9 Recherche et développement (brun)

SÉRIE

- A Annuaires et statistiques annuelles
- B Statistiques conjoncturelles
- C Comptes et enquêtes
- D Études et recherche
- E Méthodes
- F Statistiques en bref

PT Classificação das publicações do Eurostat**TEMA**

- 0 Diversos (rosa)
- 1 Estatísticas gerais (azul-escuro)
- 2 Economia e finanças (violeta)
- 3 População e condições sociais (amarelo)
- 4 Energia e indústria (azul)
- 5 Agricultura, silvicultura e pesca (verde)
- 6 Comércio externo (vermelho)
- 7 Comércio, serviços e transportes (laranja)
- 8 Ambiente (turquesa)
- 9 Investigação e desenvolvimento (castanho)

SÉRIE

- A Anuários e estatísticas anuais
- B Estatísticas conjunturais
- C Contas e inquéritos
- D Estudos e investigação
- E Métodos
- F Estatísticas breves

