



HELLENIC REPUBLIC



STRY OF ECONOMY AND FINANCE



**GENERAL SECRETARIAT OF  
THE NATIONAL STATISTICAL SERVICE  
OF GREECE**

Piraeus, July 2009

**SHORT-TERM STATISTICS  
NATIONAL METHODOLOGY<sup>1</sup>  
TURNOVER INDICES IN SERVICES SECTOR  
( for a part of economic activities)  
GREECE**

**Services turnover (2009)**

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<sup>1</sup> According to the specific Eurostat format “Sources and Methods”

## 2.1 Base information

### 2.1.1 Contact

#### **Organisation**

General Secretariat of the National Statistical Service of Greece (NSSG).

#### **Contact persons :**

Mrs Maria Stavropoulou

employee of Economic and Short-Term Indicators Division

For NACE Rev.2 Branches: H53,J58,J61,J62,J63,M69,M70.2, M69-M70.2,M71,M73,M74,N78,N80,N81.2,N82

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### 2.1.2 The Data: coverage, periodicity and timeliness

#### 2.1.2.1 Coverage characteristics

##### **Activities covered**

- Postal and courier activities (NACE Rev.2 branch H53)
- Publishing activities (NACE Rev.2 branch J58)
- Telecommunications (NACE Rev.2 branch J61)
- Computer programming, consultancy and related activities (NACE Rev.2 branch J62)
- Information Service activities (NACE Rev.2 branch J63)
- Legal and accounting activities (NACE Rev.2 branch M69)
- Management consultancy activities (NACE Rev.2 branch M 70.2)
- Legal, accounting and management consultancy activities (NACE Rev.2 branch M69- M 70.2)
- Architectural and engineering activities; technical testing and analysis (NACE Rev.2 branch M71)
- Advertising and market research (NACE Rev.2 branch M73)
- Other professional, scientific and technical activities(NACE Rev.2 branch M74)
- Employment activities (NACE Rev.2 branch N78)
- Security and investigation activities (NACE Rev.2 branch N 80)
- Cleaning activities (NACE Rev.2 branch N 81.2)
- Office administrative, office support and other business support activities ((NACE Rev.2 branch N 82)

Specifically are covered:

#### SECTION H — TRANSPORTATION AND STORAGE (part)

- ◆ H 53 Postal and courier activities
  - Postal activities under universal service obligation
  - Other postal and courier activities

#### SECTION J — INFORMATION AND COMMUNICATION (part)

- ◆ 58 Publishing activities
  - Publishing of books, periodicals and other publishing activities
  - Software publishing
- ◆ 61 Telecommunications
  - Wired telecommunications activities
  - Wireless telecommunications activities
  - Satellite telecommunications activities
  - Other telecommunications activities
- ◆ 62 Computer programming, consultancy and related activities
  - Computer programming, consultancy and related activities
- ◆ 63 Information service activities

- Data processing, hosting and related activities; web portals
- Other information service activities
- News agency activities

#### SECTION M — PROFESSIONAL, SCIENTIFIC AND TECHNICAL ACTIVITIES(part)

- ◆ 69 Legal and accounting activities
  - Legal activities
  - Accounting, bookkeeping and auditing activities; tax consultancy
- ◆ 70.2 Management consultancy activities
  - Public relations and communication activities
  - Business and other management consultancy activities
- ◆ 71 Architectural and engineering activities; technical testing and analysis
  - Architectural and engineering activities and related technical consultancy
  - Technical testing and analysis
- ◆ 73 Advertising and market research
  - Advertising
  - Market research and public opinion polling
- ◆ 74 Other professional, scientific and technical activities
  - Specialised design activities
  - Photographic activities
  - Translation and interpretation activities
  - Other professional, scientific and technical activities n.e.c.

#### SECTION N — ADMINISTRATIVE AND SUPPORT SERVICE ACTIVITIES(part)

- ◆ 78 Employment activities
  - Activities of employment placement agencies
  - Temporary employment agency activities
  - Other human resources provision
- ◆ 80 Security and investigation activities
  - Private security activities
  - Security systems service activities
  - Investigation activities
- ◆ 81.2 Cleaning activities
  - General cleaning of buildings
  - Other building and industrial cleaning activities
  - Other cleaning activities
- ◆ 82 Office administrative, office support and other business supportactivities
  - Office administrative and support activities
  - Activities of call centers
  - Organization of conventions and trade shows
  - Business support service activities n.e.c.

The aforesaid Services Turnover Indices are now being compiled for the first time in Greece and cover the whole of the country.

#### **Size classes covered**

Enterprises with an annual turnover over EUR 600 000

#### **Other inclusions or exclusions**

None

#### **Reporting unit**

Enterprise

#### **Observation unit(s)**

Enterprise

### ***Planned changes in the population surveyed***

None

#### **2.1.2.2 Periodicity**

Data collection is carried out quarterly. The data should be received by the respondents within 20 calendar days after the reference quarter.

#### **2.1.2.3 Timeliness**

The indices are published through a press release 70-75 days after the end of the reference quarter. The data is revised 140-150 days after the end of the reference quarter. Data is provisional when first released. Data become final as soon as all data gathered become definite. More specifically the data released for the most recent quarter is provisional and is published together with revised data of the previous quarter. Quarterly correction is made due to late reporting of respondents. There is a formal revision policy. The data is revised once, simultaneously with the publication of the next quarter. After this revision the data is considered final.

-provisional data is published 70-75 days after the end of the reference quarter,

-revised data is published at t+140-150 days after the end of the reference quarter.

#### **2.1.3 Access by the public**

##### ***Advance dissemination of release calendar***

Release dates are fixed in advance for a calendar year. Precise dates of release are published in a release calendar by NSSG before the end of each year for the forthcoming calendar year. The calendar is distributed to the press and is available to all interested parties.

This calendar with information on release dates for the whole year is also available on the official website of the NSSG ([www.statistics.gr](http://www.statistics.gr)) under the item "Calendar of Press Releases".

##### ***Simultaneous release to all interested parties***

No users or anyone else outside NSSG have prior access to the data before its general release.

Data is released simultaneously to all interested parties and users by the Press Release which is released at the official NSSG website ([www.statistics.gr](http://www.statistics.gr)) according to the release calendar schedule. These press release is also available by fax or e-mail to all interested parties. In addition data is transmitted to Eurostat on the pre-announced days of release. According to the release calendar data is transmitted to Eurostat at the same time of national publication.

#### **2.1.4 Integrity**

##### ***Dissemination of terms and conditions under which official statistics are produced, including confidentiality of individual responses***

The National Statistical Service of Greece is a public agency, supervised by the Ministry of Economy and Finance, responsible for the conduct and dissemination of official statistics. Provision has been made in specific articles of the Foundation Law 3627/56 and of the Law 2392/96 so as to assure confidentiality of individual data. These laws govern all individual statistics collected by the NSSG. According to the above laws, individual data is subject to confidentiality and cannot be published or made available to any person or organization.

Principles of methodology as well as data dissemination can be freely determined by the NSSG, taking into account international practices and, in particular, existing Eurostat's recommendations, instructions and norms related to the corresponding statistical item.

##### ***Identification of internal government access to data before release***

There is no access to data by the government before its release.

##### ***Identification of ministerial commentary on the occasion of statistical releases***

No ministerial commentary is attached to the released data by the NSSG

##### ***Provision of information about revision and advance notice of major changes in methodology***

There is a formal revision policy. The indices are revised every five years according to STS requirements. Major changes in methodology of the Services Turnover Indices are provided through a special publication and news releases at the completion of the entire procedure of the revision simultaneously with the first release of the revised data.

The above revision, as it was said, takes place every 5 years accompanying the rebasing of the indices and the readaption of the weighting system. For these major changes in methodology the public is informed in all relevant publications at the time they are introduced.

An advance short notice is given to the public with a special methodological paper, concerning the change of the base year and explaining the sources and the methods used. This information is available on the website of NSSG.

## 2.1.5 Quality

### ***Dissemination of documentation on methodology and sources used in preparing statistics***

A special methodological paper is published containing detailed information on the sources and the methodology used.

### ***Dissemination of information that support statistical cross-checks and provide assurance of reasonableness***

No such information is disseminated.

## 2.1.6 Dissemination

### ***Name of national paper publications***

Data is presented in the form of indices and growth rates. The Services Turnover Indices are published in the national paper publication:

— Quarterly Press Release

### ***Name of national electronic dissemination***

Every quarter 70-75 days after the end of the reference quarter, the Short-term Indicators unit of NSSG draws up a press release on the newly calculated Indices in Greek and English. This is sent free-of-charge and mostly by email to the press and to other interested parties. The indices are available on the official web site of the NSSG ([www.statistics.gr](http://www.statistics.gr)).

### ***Description of standard tables produced***

Turnover indices at 2-digit and/or in some cases in 3 digit

Data is published in a working day adjusted form.

-Growth rates, period on previous period, and period on the same period of previous year on turnover indices.

### ***Planned changes in national dissemination methods***

None

## 2.2 Summary methodology

### 2.2.1 Analytical framework, concepts, definitions and classifications

#### ***Type of source***

Greece uses direct statistical survey in order to compile the Turnover Indices in the specific activities of services.

#### ***Name of indicator/source***

- Postal and courier activities (NACE Rev.2 branch H53)
- Publishing activities (NACE Rev.2 branch J58)
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Specifically are covered:

SECTION H — TRANSPORTATION AND STORAGE (part)

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  - General cleaning of buildings
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- ◆ 82 Office administrative, office support and other business supportactivities
  - Office administrative and support activities
  - Activities of call centers
  - Organization of conventions and trade shows
  - Business support service activities n.e.c.

### **Legal basis**

- 1)General NSSG Legislation: Decree 3627/56 and Law 2392/96 governing the organisation of the National Statistical Service of Greece, the obligation of respondents to supply data and the safeguard of the confidentiality of data.
- 2)Eurostat legislation:The legal basis for the STS indices is Council Regulation No 1165/98 of 19 May 1998 concerning short-term statistics (STS-R) and Regulation (EC) No 1158/2005 of the European Parliament and of the Council of 6 July 2005 amending Council Regulation (EC) No 1165/98. The definitions of short-term statistics variables are laid down in Commission Regulation No 588/2001 of 26 March 2001 implementing Council Regulation No 1165/98 of 19 May 1998 and in the Commission Regulation 1503/2006. The

derogations of STS-R are laid down in the Commission Regulation 606/2001 and in the Commission Regulation 1502/2006.

***Obligation on units to provide data***

Law 3627/56 and Law 2392/96. Fines may be imposed on non-respondents but they are not applied in practice.

***Date of first use as a source***

2005

***Year of this report***

2009

***Register on which the source is based***

NSSG Business Register

***Planned changes in legal basis, obligation to respond and register used***

None

***Questionnaires used in the survey***

Four separate type of precodified questionnaire are used

***Planned changes in national questionnaires***

The use of web based questionnaires.

***List and definition of variables***

The Services Turnover Indices are business cycle indicators which show the quarterly activity of the services sectors (other than retail trade) in value.

The Services Turnover Indices are indices of the turnover of the enterprise and indicate the performance of the services market.

The purpose of these indices is to measure the market activity of the service divisions under consideration in value terms.

It is the objective of the turnover index to show the development of the market for goods and services.

Turnover comprises the totals invoiced by the observation unit during the reference period, and this corresponds to market sales of goods or services supplied to third parties. Turnover also includes all other charges (transport, packaging, etc.) passed on to the customer, even if these charges are listed separately in the invoice.

Turnover excludes VAT and other similar deductible taxes directly linked to turnover as well as all duties and taxes on the goods or services invoiced by the unit.

Reduction in prices, rebates and discounts as well as the value of returned packing must be deducted. Price reductions, rebates and bonuses conceded later to clients, for example at the end of the year, are not taken into account.

Income classified as other operating income, financial income and extraordinary income in company accounts is excluded from turnover. According to this definition, the items generally included are:

- sales of manufactured products,
- sales of products manufactured by subcontractors,
- sales of goods purchased for resale in the same condition as received,
- invoiced services provided,
- sales of by-products,
- invoiced charges for packaging and transport,
- invoiced hours worked to third parties for labour-only subcontracting,
- invoiced mounting, installations and repairs,
- invoiced instalments (stage payments),
- invoiced development of software and software licences,
- sales of supplied electric power, gas, heat, steam and water,
- sales of waste and scrap materials,
- subsidies on products

Subject to the treatment of income classified as 'other operating income, financial income and extraordinary income' in company accounts, the items generally excluded are:

- VAT and other similar deductible taxes directly linked to turnover all duties and taxes on the goods or services invoiced by the unit
- commissions,
- leases and rentals,
- leases for own production units and machines if used by third parties,
- leases of company-owned dwellings,
- receipts for licence-fees,
- receipts from staff facilities (for example from a factory canteen),
- the supply of products and services within the observation unit,

- sales of own land and fixed assets,
- sales or leases of own properties,
- sales of shares,
- interest receipts and dividends,
- other extraordinary income.

The above items may be included if they generate turnover in the principle field of operation of the observation unit.

***Planned changes in information collected***

None

***Scope of the data***

***Activities covered***

- Postal and courier activities (NACE Rev.2 branch H53)
- Publishing activities (NACE Rev.2 branch J58)
- Telecommunications (NACE Rev.2 branch J61)
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- Office administrative, office support and other business support activities ((NACE Rev.2 branch N 82)

***Geographical area covered***

***The aforesaid Services Turnover Indices are now being compiled for the first time in Greece and cover the whole of the country.***

***Size classes covered***

Enterprises with an annual turnover over EUR 600 000

***Other inclusions or exclusions***

None

***Reporting unit***

Enterprise

***Observation unit(s)***

Enterprise

***Planned changes in the population surveyed***

None

## **Nature of the basic data**

***Data collection media***

Postal questionnaires.

***Timetable of data collection***

Questionnaires are sent to the reporting units at the end of the reference quarter. The deadline for replies is 20 days after the end of the reference quarter. The survey closes and no more replies are treated 140-150 days after the end of the reference quarter.

***Sample or census***

Sample

***Criteria for stratification***

Selection of sample of enterprises

The survey for the compilation of the Services Turnover Indices for the aforesaid Divisions of the NACE Rev. 2 statistical classification identified a total of 2535 service enterprises operating in the said divisions and having an annual turnover equal to or greater than 600,000 euros, according to the data in the Register kept by the Ministry of the Economy and Finance for the year 2005.

It was not considered feasible to gather the necessary statistical data from so large a number of enterprises, so a representative sample of 394 enterprises from all parts of the country was selected as following: The method employed to select the enterprises for inclusion in the sample to be surveyed was that of single-stage stratified random sampling.



In each of the said two-digit divisions of economic activity the enterprises covered by the survey were stratified in six turnover brackets according to the magnitude of their annual turnover in 2005.

Strata	Turnover in euros
1	600.000-1.300.000
2	1.300.001-2.700.000
3	2.700.001-5300000
4	5.300.001-10.000.000
5	10.000.001-20.000.000
6	20.000.001-and over

The number of sample enterprises is shown in the following table:

CODE NACE Rev.2	N	n
53	53	8
58	385	50
61	160	18
62	191	46
63	22	8
69	72	28
70.2	268	20
71	558	49
73	395	73
74	133	9
78	17	6
80	51	24
81.2	111	28
82	119	27
<b>Total</b>	<b>2535</b>	<b>394</b>

***Frequency of updating the sample***

Every 5 years simultaneously with the change of the base year

***Response rate***

The first indicator is compiled 70-75 days after the end of the reference quarter. At that time the response rate is about 75-80%. When the survey is closed (140-150 days after the end of the reference quarter the response rate is about 99%.

***Actions to speed up or increase the rate of response***

Telephone contacts and field visits.

***Frequency of data collection***

Quarterly

***Planned changes in data collection methodology***

None

## 2.2.5 Compilation practices

***Estimates for non-response***

Not applicable

***Estimates for grossing-up***

Not applicable

***Confrontation with other data sets***

None

***Type of index***

The indices are calculated as simple chained indices. The Turnover Indices in Services are chained indices.

**I. Compilation of the indices: For each of the NACE Rev. 2 Divisions separate indices are calculated as following:**

**i. Estimating turnover value**

The first step to be taken in compiling the indices is for the enterprises in the sample to estimate the turnover value  $\hat{Y}_q$  for the current quarter, q, which then has to be compared with the corresponding estimate for the previous

quarter  $\hat{Y}_{q-1}$  (moving index).

The turnover estimate for the current quarter is derived by extrapolation in the population of the relevant data supplied by the enterprises in the sample. This is achieved by multiplying the quarterly turnover value of each enterprise by an appropriate extrapolation factor and then finding the total of the partial products. The above extrapolation factor for each stratum h (crosslinking the class of economic activity and the size class of turnover) is defined as the quotient

obtained by dividing the total number of enterprises  $N_h$  by the number of enterprises in the sample  $n_h$ . The extrapolation factor  $\alpha_h$  for each enterprise in stratum h is given by the equation:

$$\alpha_h = \frac{N_h}{n_h}$$

where:

$N_h$  is the total number of enterprises in stratum h  
and

$n_h$  is the number of enterprises in stratum h included in the sample.

The estimate  $\hat{Y}_q$  for the turnover value  $Y_q$  for the current quarter q, in any two-digit class of economic activity, is given by the equation:

$$\hat{Y}_q = \sum_{h=1}^6 \sum_{i=1}^{n_h} \alpha_h * y_{qhi}$$

where  $y_{qhi}$  is the turnover value for the current quarter, q, of the enterprise i in stratum h.

**ii. Reduction of turnover values to a typical quarter**

The initial turnover value estimates for the two-digit classes refer to calendar quarters which do not all have the same number of working days, so the indices as initially compiled are not comparable. The quarterly indices for the two-digit classes are made comparable by adjusting the indices to make them into indices of equal duration.

To achieve this end, the turnover estimates are multiplied by a special correction factor which is different for each quarter of the year.

The correction factor is calculated as it is described below in the calculations part.

**iii. Calculating the indices**

The Services Turnover Indices are calculated by the chaining method.

First the moving-base index is calculated: this is derived by comparing the 'estimated' turnover value for the current quarter with the corresponding value for the previous quarter.

The fixed-base index for each of the two-digit classes of economic activity for the current quarter, q, where  $q \geq 2$ , is derived by multiplying the moving-base index by the fixed-base index for the previous quarter

The above is the result of the equations:

$$I_{Y_q} = I_{Y_{q,q-1}} * I_{Y_{q-1}}$$

and

$$I_{q, q-1} = \frac{\hat{Y}_q}{\hat{Y}_{q-1}},$$

where:

$I_{q, q-1}$  is the moving-base index for the current quarter, q, in relation to the previous quarter, q-1,

$I_{y_q}$  is the fixed-base index for the current quarter, q,

$I_{y_{q-1}}$  is the fixed-base index for the previous quarter, q-1, and

$\hat{Y}_q, \hat{Y}_{q-1}$  are the corresponding turnover estimates for the current and previous quarter, respectively.

It should be noted that, in calculating the first fixed-base index of the base year, that is the index for the first quarter 2005(q=1), the following equation applies:

$$I_{y_1} = \frac{\hat{Y}_1}{\hat{Y}_0} * 100$$

where:

$\hat{Y}_1$  is the turnover estimate for the first quarter of 2005, and

$\hat{Y}_0$  is the estimate of the average quarterly turnover for the year 2005.

The fixed-base index for a kind-of-activity category is calculated as follows:

$$I_{q, q-1} = \frac{\hat{Y}_q}{\hat{Y}_{q-1}}$$

i. By taking as the numerator and denominator of the equation the total of the separate turnover values composing the kind-of-activity category under consideration for the current and previous quarter respectively (moving index), and

ii. by multiplying the said moving index for a kind-of-activity category by the same category's fixed-base index for the previous quarter.

If the fixed-base index for a given quarter is compared with the fixed-base index for the same quarter of the previous year, the rates of change (+ or -) are calculated. Thus we have:

$$\left[ \frac{I_{y_q}^t}{I_{y_q}^{t-1}} - 1 \right] * 100,$$

where:

$I_{y_q}^t, I_{y_q}^{t-1}$  are the fixed-base indices for the quarter q of the current and previous years respectively.

### Calculations made

- Greece does not apply any seasonal adjustment method to the collected data.
- Greece applies working day adjustment to the collected data based on the proportional method.

The Input data/series for the working day adjustment are the turnover data collected from the sampled units and the working days of each quarter.

Method used for WDA: Proportional method is used as follows:

At the beginning of each year, NSSG calculates the typical quarter of this year by applying the following procedure:

Let  $x_t$  is the sum of the working days at year t

The number of days of the typical quarter of year t is calculated by:

$$\bar{x}_t = \frac{\sum_{q=1}^4 x_{tq}}{4}$$

Using the typical quarter, NSSG calculates the correction factor of each quarter q of year t as follows:

$$C_{tq} = \frac{\bar{x}_t}{x_{tq}} \quad \text{where :}$$

$\bar{x}_t$  : The quarterly average number of working days of year t

$c_{tq}$ : The correction factor for the quarter q of year t

$x_{tq}$  The number of regular working days of the quarter q of year t

The adjustment of the index of each quarter to typical quarter is done by multiplying the estimated values of turnover of the current quarter q multiplied by the corresponding correction factor  $C_{tq}$ .

### Base year

The base period used for the above indices, as already mentioned, is the year 2005=100.0, and the indices shall be updated, pursuant to Regulation 1165/98, every five years in years ending in 0 or 5.

The time series of these indices are stated at the two-digit level and cover the period starting in 2005.

### Method of weighting

The indices are produced at two-digit level, applying the extrapolation factor in each separate stratum for the estimation of the turnover (extrapolation factor=inverse of probability selection \*inverse of response rate). Aggregated indices are not compiled in services so that the weighting is not applied.

In addition to what is said above for the calculation of the Turnover Index in Services the total turnover of each two digit NACE Rev.2 branch the current quarter q is estimated by:

$$\hat{Y}_q = \sum_{h=1}^6 \sum_{i=1}^{n_h} a_h * y_{qhi}$$

Where

- $y_{qhi}$ : The turnover of the current quarter q of enterprise i which belongs to stratum h
- $a_h$  : The extrapolation factor for the enterprises belonging to stratum h

The  $a_h$  is calculated as follows:

$$a_h = \frac{N_h}{n_h},$$

Where:

- $N_h$ : total number of enterprises belonging in stratum h.
- $n_h$  : sample size in stratum h.

***Planned changes in production methods***

None

## **2.2.6 Other aspects**

***Summary description of quality criteria calculated for national purposes***

Not available.

***Costs of data collection***

it is not estimated

***Treatment of confidential data***

Data is published at 2 and in two cases 3-digit level.

***Transmission to Eurostat and further use of the statistics***

The data is transmitted to Eurostat by GESMES/CB coding at the time of national publication.

Data is transmitted to Eurostat at the time of national publication, that 70-75 days after the reference quarter, using the GESMES coding system via e-Damis.

The level of detail is as follows:

gross data and working day adjusted data.

