

Single Integrated Metadata Structure (SIMS v2.0)

Country: Greece

Compiling agency: ELSTAT

Domain name: SURVEY ON LIBRARIES OF GREECE
(excluding school libraries)

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1. Contact Top	
1.1 Contact organisation	Hellenic Statistical Authority (ELSTAT)
1.2 Contact organisation unit	Sectoral Statistics Division Tourism and Culture Statistics Section
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1.4 Contact person function	Head of Section, Employee
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1.8 Contact fax number	-

2. Metadata update Top	
2.1 Metadata last certified	September 2022
2.2 Metadata last posted	September 2022
2.3 Metadata last update	September 2022

3. Statistical presentation Top	
3.1 Data description	
<p>The survey collects data since 1970 from all the public, municipal and university libraries, as well as from libraries of different organizations in Greece. These data are collected every two years, at the level of NUTS 3 and NUTS2 region, for a specific reference year and pertain to the following variables:</p> <ul style="list-style-type: none"> - Kind of library, on the basis of its legal framework (Public Entities under Public Law, municipal libraries, tec) - Branches and mobile units of libraries - Persons employed in the libraries - Collections of books, journals, manuscripts and audiovisual material - User access to the e-documentation through library's website - Classification and Filling System applied by the library for its material - Shelves, space and library equipment - Libraries usage and lending of books - Lending among the libraries of Greece 	
3.2 Classification system	
The collected data are classified geographically and presented by NUTS Region.	
3.3 Sector coverage	
Not applicable.	
3.4 Statistical concepts and definitions	
<p>The main variables of the survey are the following:</p> <ul style="list-style-type: none"> - Legal Basis (Public Entity under Public Law, Public Entity under Private Law, etc.) - Type of libraries, depending on the topic (archaeology, history, ethnology, economy, legal science, social sciences, etc) - Category of the personnel employed in the libraries, on the basis of educational attainment (MSC, University degree, etc) and other part time of full time personnel - Number of books, journals and manuscripts, that existed in the library at the end of the reference year and number of new acquisitions of books, journals and manuscripts, during the reference year - Library usage – lending (number of libraries open for the public, number of readers, number of new members, number of books borrowed by readers, number of lent books for external use) - User access to electronic databases of the libraries - User access to the library website - Classification system for library material (Dewey Decimal Classification, Universal Decimal Classification, etc) - Number of branches and mobile units of libraries - Capacity of branches mobile units in titles - Capacity of branches mobile units in volumes - Surface area (in m²) of libraries, number of seats for readers-researchers, length of shelves for books, journals, manuscripts and audiovisual material - Library equipment (computers, photocopiers, audio-video production equipment, etc) 	

<ul style="list-style-type: none"> - Audiovisual material of libraries (DVD, microstrip, CD, tapes, etc) - Library access to electronic documentation material via website (bibliographic databases, full textbases, numerical databases) 	
3.5 Statistical unit	
The statistical unit of the survey is the library.	
3.6 Statistical population	
The statistical population of the survey are the public, municipal and university libraries, as well as libraries of different organizations in Greece.	
3.7 Reference area	
Greece total.	
3.8 Time coverage	
The survey is conducted every two years, since 1970. Tabulated data are disseminated through ELSTAT's website since 2002.	
3.9 Base period	
Not applicable.	
4. Unit of measure	Top
The variables are measured in pure numbers, except from the variables "surface area of the library" measured in m ² and "length of shelves" which is measured in m.	
5. Reference period	Top
The survey is conducted on a biennial basis and refers to one year.	
6. Institutional mandate	Top
6.1 Legal acts and other agreements	
<p>The legal framework concerning the organization and operation of ELSTAT is detailed in the following link: http://www.statistics.gr/en/legal-framework</p> <p>Moreover, the legal act governing the survey is the Joint Ministerial Decision 15189/ B379/73.</p> <p>EU legal basis: There is no relevant EU legislation.</p>	
6.2 Data sharing	
Not applicable.	
7. Confidentiality	Top
7.1 Confidentiality - policy	
<p>The issues concerning the observance of statistical confidentiality by the Hellenic Statistical Authority (ELSTAT) are arranged by articles 7, 8 and 9 of the Law 3832/2010 as in force, by Articles 8, 10 and 11(2) of the Regulation on Statistical Obligations of the agencies of the Hellenic Statistical System and by Articles 10 and 15 of the Regulation on the Operation and Administration of ELSTAT.</p> <p>More precisely:</p> <p>ELSTAT disseminates the statistics in compliance with the statistical principles of the European Statistics Code of Practice and in particular with the principle of statistical confidentiality.</p> <p>http://www.statistics.gr/en/statistical-confidentiality?inheritRedirect=true</p> <p><u>Protection of personal data</u></p> <p>ELSTAT abides by the commitments and obligations arising from the applicable EU and national legislation on the</p>	

protection of the individual from the processing of personal data and the relevant decisions, guidelines and regulatory acts of the Hellenic Data Protection Authority.

Pursuant to the Regulation on the protection of natural persons with regard to the processing of personal data [Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (General Data Protection Regulation - GDPR)], ELSTAT implements the appropriate technical and organisational measures for ensuring adequate level of security against risks for the personal data it collects and has access to, in the context of carrying out its tasks, in order to meet the requirements of this Regulation and to protect these personal data from any unauthorised access or illegal processing.

The personal data collected by ELSTAT are used exclusively for purposes related to the conduct of surveys and the production of relevant statistics. Only ELSTAT has access to the data. The controller is the person appointed by law pursuant to the relevant provisions concerning the Legal Entities of Public Law and the Independent Authorities. The data are stored in the databases of ELSTAT for as long as required by the relevant legislation.

Legal basis of the processing: Article 6, para 1(c) and 1(d) of the General Data Protection Regulation (GDPR)

<https://www.statistics.gr/el/privacy-info>

7.2 Confidentiality - data treatment

- ELSTAT protects and does not disseminate data it has obtained or it has access to, which enable the direct or indirect identification of the statistical units that have provided them by the disclosure of individual information directly received for statistical purposes or indirectly supplied from administrative or other sources. ELSTAT takes all appropriate preventive measures so as to render impossible the identification of individual statistical units by technical or other means that might reasonably be used by a third party. Statistical data that could potentially enable the identification of the statistical unit are disseminated by ELSTAT if and only if:
 - a) these data have been treated, as it is specifically set out in the Regulation on Statistical Obligations of the agencies of the Hellenic Statistical System (ELSS), in such a way that their dissemination does not prejudice statistical confidentiality or
 - b) the statistical unit has given its consent, without any reservations, for the disclosure of data.
- The confidential data that are transmitted by ELSS agencies to ELSTAT are used exclusively for statistical purposes and the only persons who have the right to have access to these data are the personnel engaged in this task and appointed by an act of the President of ELSTAT.
- ELSTAT may grant researchers conducting statistical analyses for scientific purposes access to data that enable the indirect identification of the statistical units concerned. The access is granted provided the following conditions are satisfied:
 - a) an appropriate request together with a detailed research proposal in conformity with current scientific standards have been submitted;
 - b) the research proposal indicates in sufficient detail the set of data to be accessed, the methods of analyzing them, and the time needed for the research;
 - c) a contract specifying the conditions for access, the obligations of the researchers, the measures for respecting the confidentiality of statistical data and the sanctions in case of breach of these obligations has been signed by the individual researcher, by his/her institution, or by the organization commissioning the research, as the case may be, and by ELSTAT.
- Issues referring to the observance of statistical confidentiality are examined by the Statistical Confidentiality Committee (SCC) operating in ELSTAT. The responsibilities of this Committee are to make recommendations to the President of ELSTAT on:
 - the level of detail at which statistical data can be disseminated, so as the identification, either directly or indirectly, of the surveyed statistical unit is not possible;

<ul style="list-style-type: none"> the anonymization criteria for the microdata provided to users; the granting to researchers access to confidential data for scientific purposes. <p>➤ The staff of ELSTAT, under any employment status, as well as the temporary survey workers who are employed for the collection of statistical data in statistical surveys conducted by ELSTAT, who acquire access by any means to confidential data, are bound by the principle of confidentiality and must use these data exclusively for the statistical purposes of ELSTAT. After the termination of their term of office, they are not allowed to use these data for any purpose.</p> <p>➤ Violation of data confidentiality and/or statistical confidentiality by any civil servant or employee of ELSTAT constitutes the disciplinary offence of violation of duty and may be punished with the penalty of final dismissal.</p> <p>➤ ELSTAT, by its decision, may impose a penalty amounting from ten thousand (10,000) up to two hundred thousand (200,000) euros to anyone who violates the confidentiality of data and/or statistical confidentiality. The penalty is always imposed after the hearing of the defense of the person liable for the breach, depending on the gravity and the repercussions of the violation. Any relapse constitutes an aggravating factor for the assessment of the administrative sanction.</p> <p>➤ Pursuant to the Regulation on the protection of natural persons with regard to the processing of personal data [Regulation (EU) 2016/679 of the European Parliament and of the Council, of 27 April 2016 (General Data Protection Regulation - GDPR)], ELSTAT implements the appropriate technical and organisational measures for ensuring adequate level of security against risks for the personal data it collects and has access to, in the context of carrying out its tasks, in order to meet the requirements of this Regulation and to protect these personal data from any unauthorised access or illegal processing.</p>	
8. Release policy	Top
8.1 Release calendar	
ELSTAT publishes, on a yearly basis, a Press Releases Calendar including the precise dates for the announcement of the Press Releases of all of its surveys for the next year.	
8.2 Release calendar access	
Users can have access to the Press Releases Calendar at the following link: https://www.statistics.gr/en/calendar	
8.3 User access	
<p>The information is available concomitantly to all interested parties, with tables posted on the website of ELSTAT (www.statistics.gr) and at the link "Statistics > Population and Social Conditions> Libraries https://www.statistics.gr/en/statistics/-/publication/SCI06/-</p> <p>Equal access of users to data is governed by EU statistics legislation and the European Statistics Code of Practice, fully respecting professional independence, in an objective, professional and transparent manner in which all users are treated equally.</p>	
9. Frequency of dissemination	Top
The survey is conducted every two years and the data are available two years after the end of the reference year.	
10. Accessibility and clarity	Top
10.1 News release	
A Press Release is published and posted on the website of ELSTAT	
10.2 Publications	
General Publications ("Statistical Yearbooks of Greece") and Special Publications containing data on the survey, are	

available at ELSTAT's Digital Library .	
10.3 On-line database	
There is no on-line database for the survey data.	
10.3.1 Data tables - consultations	
The total access to the site of the survey on the website of ELSTAT for the year 2020 amounts to 896 hits.	
10.4 Micro-data access	
For confidentiality reasons survey micro data are made available only in accordance with ELSTAT's procedure ensuring data confidentiality, and after a relevant request submitted to the Division of Statistical Information and Publications/Data Dissemination Section and after the approval of the Statistical Confidentiality Committee of ELSTAT.	
https://www.statistics.gr/en/provision-of-statistical-data	
10.5 Other	
<p>Past years data are available at ELSTAT's Digital Library.</p> <p>More detailed data can be made available upon request by the Dissemination Section of ELSTAT and according to ELSTAT'S policy.</p> <p>Data requests should be addressed to: Division of Statistical Information and Publications, 46, Peiraios and Eponiton Str., 18510 Piraeus Tel: +30 213 135 2022 e-mail: data.dissem@statistics.gr</p> <p>10.5.1 Metadata – consultations</p> <p>See paragraph 10.3.1</p>	
10.6 Documentation on methodology	
Not compiled.	
10.6.1 Metadata completeness – rate	
Metadata is complete .	
10.7 Quality documentation	
Quality is assured by ELSTAT, by means of logical checks (e.g. comparison with data of the previous years, etc.) and by the competent authorities that collect the primary data.	
11. Quality management	Top
11.1 Quality assurance	
Quality is assured by means of logical checks in terms of the correctness and completeness of the data. Moreover comparisons are made with the previous years, as well as quality controls on the tabulated results of the survey. Finally, data quality is assured by the Quality Policy of ELSTAT.	
11.2 Quality assessment	
The quality of the data obtained is considered high, taking into account the quality control checks, carried out at each stage.	
12. Relevance	Top
12.1 User needs	

<p>The most important users of the data are:</p> <ul style="list-style-type: none"> • International and European bodies • Universities and researchers • Media 	
12.2 User satisfaction	
<p>The Statistical Data Dissemination Section conducts a survey on users' satisfaction. The results are available at the following link: http://www.statistics.gr/en/user-satisfaction-survey</p>	
12.3 Data completeness	
<p>The completeness of data and the level of breakdown is considered satisfactory.</p>	
13. Accuracy and reliability	Top
13.1 Overall accuracy	
<p>The survey results are characterised by high overall accuracy, since it is a census survey and any errors are detected by analytical checks and are dully corrected.</p>	
13.2 Sampling error	
<p>No sampling error. The survey is a census survey.</p>	
13.3 Non-sampling error	
<p>There are no non-samling errors</p> <p><u>a. Unit non response:</u> Not applicable.</p> <p><u>b. Item non-response:</u> Not applicable.</p> <p><u>13.3.1 Coverage error</u> Not applicable</p> <p><u>13.3.1.1 Over-coverage – rate</u> Not applicable.</p> <p><u>13.3.1.2 Common units – proportion</u> Not applicable.</p> <p><u>13.3.2 Measurement error</u> No measurement errors are observed.</p> <p><u>13.3.3 Processing error</u> No processing errors are observed.</p> <p><u>13.3.4 Model assumption error</u> Not applicable.</p>	
14. Timeliness and punctuality	Top
14.1 Timeliness	
<p>The Press Release is published one year after the end of the reference year.</p>	
14.2 Punctuality	
<p>All publications, press releases and tabulated data are disseminated according to the scheduled publication dates.</p>	
15. Coherence and comparability	Top
15.1 Comparability - geographical	

The data are produced at the level of NUTS Region and, therefore, there is no issue of geographical comparability	
<u>15.1.1 Asymmetry for mirror flows statistics – coefficient</u>	
Not applicable.	
15.2 Comparability over time	
The survey is conducted on the basis of the same definitions, thus ensuring comparability over time. Since 2008, the questionnaire of the survey on libraries was enriched with questions on electronic documentation and e-access of libraries.	
15.3 Coherence cross-domain	
There are no relevant data on this survey from other sources or ELSS agencies.	
<u>15.3.1 Coherence – sub annual and annual statistics</u>	
Not applicable, the survey is a monthly survey.	
<u>15.3.2 Coherence – National Accounts</u>	
Not applicable.	
15.4 Coherence – internal	
Data are internally coherent, since there are no relevant data coming from other surveys.	
16. Cost and burden	Top
Not estimated.	
17. Data revision	Top
17.1 Revision policy	
Any revisions, if necessary, are in accordance with the revision policy of ELSTAT.	
17.2 Revision practice	
No revisions have been made to the survey data	
18. Statistical processing	Top
18.1 Source data	
The primary data derive from the Libraries all over Greece (except school libraries).	
18.2 Frequency of data collection	
The data collection is carried out every two years.	
18.3 Data collection	
The data are transmitted electronically (questionnaires in xls format) by the libraries and returned to ELSTAT to be checked and tabulated.	
18.4 Data validation	
Validation of data is carried out by means of the necessary controls (logical checks, comparison with the relevant data of previous years, etc.)	
18.5 Data compilation	
Once validated, the data are tabulated in the monthly tables of the survey time series and in the concise tables of the Press Release.	
No imputation, weighting or adjustment for non-response are applied.	
<u>18.5.1 Imputation – rate</u>	
Not applicable	
18.6 Adjustment	
Not applicable.	
<u>18.6.1 Seasonal adjustment</u>	
Not applicable.	

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