Session expires soon.
3600
Your session will timeout in minute(s) at .
OK
/estat/spe/metaconv
Print Print

- 1 - Full view
- 2 - Disseminated view

- Full view -

INFOSOC_ESQRSET_A_EL_2013_0000

National Reference Metadata in ESS Standard for Quality Reports Structure (ESQRS)
Compiling agency: HELLENIC STATISTICAL AUTHORITY
Time Dimension: 2013-A0
Data Provider: EL1
Data Flow: INFOSOC_ESQRSET_A

Eurostat metadata

Reference metadata

For any question on data and metadata, please contact: EUROPEAN STATISTICAL DATA SUPPORT

1. Contact

Top

1.1. Contact organisation	HELLENIC STATISTICAL AUTHORITY
1.2. Contact organisation unit	NA
1.3. Contact name	GEORGIA GOLEMI AIKATERINI DEIVEKI
1.4. Contact person function	NA
1.5. Contact mail address	
1.6. Contact email address	GEORGIA GOLEMI : golemig@statistics.gr AIKATERINI DEIVEKI : aikdev@statistics.gr
1.7. Contact phone number	NA
1.8. Contact fax number	

2. Statistical presentation

Top

2.1. Data description

(Metadata report)

Name of the data collection:

ΕΡΕΥΝΑ ΧΡΗΣΗΣ ΤΕΧΝΟΛΟΓΙΩΝ ΠΛΗΡΟΦΟΡΗΣΗΣ ΚΑΙ ΗΛΕΚΤΡΟΝΙΚΟΥ ΕΜΠΟΡΙΟΥ ΣΤΙΣ ΕΠΙΧΕΙΡΗΣΕΙΣ ΕΤΟΥΣ 2013//ICT Usage & e-Commerce in Enterprises 2013

Data on the usage of Information and Communication Technologies (ICT) in enterprises are survey data. They are collected by the National Statistical Institutes or Ministries and are in principle based on Eurostat's **annual model questionnaires** on "**ICT usage and e-commerce in enterprises**".

Large part of the data collected is used in the context of the 2011 - 2015 benchmarking framework (endorsed by i2010 High Level Group in November 2009) for the Digital Agenda, Europe's strategy for a flourishing digital economy by 2020. This conceptual framework follows the i2010 Benchmarking Framework which itself followed-up the eEurope 2005 Action Plan.

The aim of the European survey on **"ICT usage and e-commerce in enterprises"** is to collect and disseminate harmonised and comparable information at European level. Data for this collection are supplied directly from the surveys with no separate treatment.

2.2. Classification system

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

2.3. Coverage - sector

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

2.4. Statistical concepts and definitions

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

2.5. Statistical unit

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

2.6. Statistical population

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

2.7. Reference area

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

2.8. Coverage - Time

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

2.9. Base period

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

3. Statistical processing

Top

3.1. Source data

(Metadata report)
A) Statistical Unit

Please indicate the statistical unit used. If it wasn't the "enterprise", as defined in the model survey, please mention the reasons.
ENTERPRISE

(Metadata report)
B) Target Population
B) 1. Enterprise size (1-9 persons employed)

*As required by Annex I of the Commission Regulation, enterprises with 10 or more persons employed are intended to be covered by the survey. Indicate below what is the scope for the coverage of micro-enterprises in terms of size and if the breakdown in the size classes is provided or not. For each one of the two items below introduce an "**x**" in the column next to the appropriate response.*

If the variable used to define enterprise size was not the number of persons employed, indicate which one was used (number of employees, number of FTE's ...), the reason and the possible impact on results.

Scope in terms of persons employed	**1 to 9 persons employed**		**5 to 9 persons employed**	
Breakdown between size classes [1 to 4] and [5 to 9] persons employed provided?	**Yes**		**No**	
If different size delimitation or different variable was used, please indicate it.	Enterprises <10 employed, are not surveyed			

B) 2. Economic Activity (1-9 persons employed)

All economic activities in the scope of Annex I of the Commission Regulation are intended to be included in the general survey, covering enterprises with 10 or more persons employed. These activities are: NACE Rev. 2 sections C, D, E, F, G, H, I, J, L and N, divisions 69-74, groups 65.1, 65.2 and 95.1 and classes 64.19, 64.92, 66.12 and 66.19.

*In this section, please indicate for the micro-enterprises if all the NACE categories were covered – by introducing an "**x**" in the column next to the appropriate response; if not which ones were included.*

Economic Activity	Micro-enterprises			
All NACE Rev. 2 categories covered?	Yes		No	
If not, which ones were covered?				

B) 3. Geographic scope (all enterprises)

Please indicate here if all the territory of the country was considered or if any part of the country was not included. All territory of the country should be covered. In case parts of the country were not included indicate which, the reasons why, and an estimate of the percentage of the target population not covered.
THE WHOLE COUNTRY IS COVERED

(Metadata report)

C) Frame population

C) 1. Description of frame population

In this section please include information concerning the frame population.

a) When was the last update of the Business register that was used for drawing the sample of enterprises for the survey?	
b) When was the sample drawn?	
c) Please indicate if the frame population is the same as, or is in some way coordinated with, the one used for the Structural Business Statistics (different snapshots)	The sampling frame used for the sample design was based on the Business Register of the ELSTAT. The Business Register is based on the V.A.T. Register of the Ministry of Finance and it is updated through the statistical surveys of the ELSTAT and the Register of the Social Insurance Foundation. This population frame was used for the selection of the sampling units and for compiling the inclusion probabilities of the surveyed units. For the grossing up compilation a new updated register, available at that time, will be used.
d) Please describe if different frames are used during different stages of the statistical process (e.g. frame used for sampling vs. frame used for grossing up):	The sampling frame used for the sample design was based on the Business Register of the ELSTAT. The Business Register is based on the V.A.T. Register of the Ministry of Finance and it is updated through the statistical surveys of the ELSTAT and the Register of the Social Insurance Foundation. This population frame was used for the selection of the sampling units and for compiling the inclusion probabilities of the surveyed units. For the grossing up compilation a new updated register, available at that time, will be used.
e) Indicate shortcomings in terms of timeliness (e.g. time lag between last update of the sampling frame and the moment of the actual sampling), geographical coverage, coverage of different subpopulations, data available etc., and any measures taken to correct it, for this survey.	The reference year of the survey is not the same with the reference year of the sampling frame, which was used for the sample selection.

C) 2. Frame population distribution

In the following table, please provide the number of statistical units (e.g. enterprises) in the frame population, by size and by economic activity. Certain cells correspond to optional size classes, and are to be filled in only when these were covered by the survey. Include in the totals all filled in cells listed above the Total.

Frame Population	1 to 4 persons employed	5 to 9 persons employed	10 to 49 persons employed	50 to 249 persons employed	250 or more persons employed	Total
10-12			696	213	44	953
13-15			389	62	4	455
16-18			342	53	3	398
19-23			556	146	28	730
24-25			394	67	15	476
26			27	4	3	34
27-28			297	15	7	319
29-30			55	5	5	65
31-33			376	28	2	406
35-39			46	31	7	84
41-43			2.336	186	11	2.533
45			643	54	3	700
46			3.727	409	33	4.169
47			1.72	141	42	1.903
49-53			1.202	137	26	1.365
55			1.382	327	13	1.722
56			3.139	84	3	3.226

58-60			351	80	7	438
61			90	15	11	116
62-63			214	31	6	251
68			187	8		195
69-74			1.105	170	21	1.296
77-78+80-82			574	123	24	721
79			281	16	0	297
95.1			12	4	0	16
Total			20.141	2.409	318	22.868
Of which ICT sector (in: 26.1-26.4+ 26.8+46.5+ 58.2+61+62+63.1+95.1)			470	76	21	567
64.19+64.92			19	17	12	48
65.1+65.2			7	4	2	13
66.12+66.19			34	21	2	57
Total financial sector			60	42	16	118

(Metadata report)
D) Sampling design - Sampling method

This section includes a description of the sampling method used (e.g. stratified random sample, quota sampling, cluster sampling; one-stage or two-stage sampling). If stratification was used, please indicate which variables were used to stratify, the categories of those variables, in particular for the NACE categories related to the "possible calculation of European aggregates", and the final number of strata. Include also in this section the method used for the determination of the sample size and the method used for sample selection. In particular, mention if any procedures for the coordination or non- overlapping with samples of other surveys was used.
see annex 'sampling method Greece'

(Metadata report)
E) Gross sample distribution
In the following table, please provide the number of statistical units (e.g. enterprises) selected for sampling without any posterior correction for misclassification, by size and by economic activity.Certain cells correspond to optional size classes or economic activities, and are to be filled in only when these were covered by the survey. Include in the totals all filled in cells listed above the Total.

Gross sample	**1 to 4 persons employed**	**5 to 9 persons employed**	**10 to 49 persons employed**	**50 to 249 persons employed**	**250 or more persons employed**	**Total**
10-12			107	129	54	290
13-15			76	57	6	139
16-18			68	42	10	120
19-23			97	108	32	237
24-25			76	47	22	145
26			17	6	5	28
27-28			57	21	7	85
29-30			20	9	6	35
31-33			70	28	6	104
35-39			40	31	6	77
41-43			181	135	25	341
45			106	54	5	165
46			444	268	38	750
47			187	114	60	361
49-53			157	93	41	291
55			149	138	27	314
56			254	52	4	310
58-60			90	52	15	157
61			25	18	9	52
62-63			43	13	7	63
68			24	10	0	34
69-74			123	88	24	235
77-78+80-82			109	70	34	213

79			58	11	0	69
95.1			7	2	0	9
Total			2.585	1.596	443	4.624
Of which ICT sector (in: 26.1-26.4+ 26.8+46.5+ 58.2+61+ 62+63.1+95.1)			120	52	22	194
64.19+64.92			8	7	19	34
65.1+65.2			7	2	2	11
66.12+66.19			5	8	0	13
Total financial sector			20	17	21	58

(Quality report)

F) Net sample distribution

In the following table, please provide the number of enterprises used for grossing up and tabulation, by size and by economic activity. Certain cells correspond to optional size classes or economic activities, and are to be filled in only when these were covered by the survey. Include in the totals all filled in cells listed above the Total.

Net sample	**1 to 4 persons employed**	**5 to 9 persons employed**	**10 to 49 persons employed**	**50 to 249 persons employed**	**250 or more persons employed**	**Total**
10-12			99	116	44	259
13-15			68	36	4	108
16-18			59	28	3	90
19-23			80	78	28	186
24-25			64	37	15	116
26			11	4	3	18
7-28			50	8	7	65
29-30			13	4	4	21
31-33			62	12	2	76
35-39			30	27	7	64
41-43			116	43	11	170
45			83	24	3	110
46			315	151	33	499
47			116	60	42	218
49-53			117	53	26	196
55			111	71	13	195
56			123	19	3	145
58-60			48	23	7	78
61			15	4	11	30
62-63			39	9	5	53
68			15	3	0	18
69-74			84	59	21	164
77-78+80-82			66	33	24	123
79			35	4	0	39
95.1			3	3	0	6
Total			1.822	909	316	3.047
Of which ICT sector (in: 26.1-26.4+ 26.8+46.5+ 58.2+61+ 62+63.1+95.1)			84	33	20	137
64.19+64.92			8	5	12	25
65.1+65.2			6	2	2	10
66.12+66.19			4	12	2	18
Total financial sector			18	19	16	53

Annexes:

sampling method Greece

3.2. Frequency of data collection

Annual. No additional information is requested.

3.3. Data collection

(Metadata report)

A) Reference period

In this section please indicate if the reference periods defined in the model questionnaire were followed in the national survey and highlight the *differences.*

THIS REFERENCE PERIODS DEFINED IN THE MODEL QUESTIONNAIRE FOR THE SEVERAL VARIABLES WERE FOLLOWED IN THE NATIONAL SURVEY

(Metadata report)/(Quality report)
B) Survey period
Please indicate the dates between which the data collection took place, i.e., when the questionnaires were sent out (or the web-questionnaire made available) and when the last filled in questionnaire treated and used for the results was received. Please indicate also the collection dates for the financial sector and the micro-enterprises (if conducted), even if they are the same as the general survey.

Survey / Collection	Date of sending out questionnaires	Date of reception of the last questionnaire treated
General survey	**APRIL 2013**	**OCTOMBER 2013**
Financial sector	**APRIL 2013**	**OCTOMBER 2013**
Micro-enterprises	**Will not be surveyed**	**Will not be surveyed**

(Metadata report)
C) Survey vehicle
*Stand-alone or embedded in another survey. Please introduce an "**x" in the row below.***
In addition, please indicate if the data collection for micro-enterprises was integrated with the general survey, i.e. the same questionnaire was used and the sending out of questionnaires was simultaneous.

General survey:		Was the collection of micro-enterprises integrated with the general survey?		
Stand-alone survey	**Embedded in another survey**	**Yes**	**No**	**Not applicable**
x			x	

(Metadata report)
D) Survey type

Please give a short description of the survey type (e.g. web survey, face-to-face interviews, self-administered mail survey, telephone interview, combination of techniques, other).
A COMBINATION OF FACE-TO-FACE INTERVIEWS, SELF-ADMINISTERED MAIL AND TELEPHONE INTERVIEWS

(Metadata report)
E) Survey participation

Please indicate if the survey was mandatory or voluntary, by introducing an "x" in the row below.	
Mandatory	**Voluntary**
x	

3.4. Data validation

(Metadata report) / (Quality report)

Please inform if the validation program used in Eurostat is also used in your country and which further verifications are carried out before data are transmitted.

3.5. Data compilation

(Quality report)
Grossing-up procedures

Please give a description of the extrapolation or weighting procedures used to gross up the number of enterprises, number of persons employed, turnover and purchases in the net sample to the (target) population. Please present the different steps taken or factors applied to the design weighting to take into account the (post)stratification, balancing for unit non-response, etc. Please describe the different categories of questions – if any – that have been grossed up differently (see also the model questionnaire and the Methodological Manual).
see annex 'grossing-up Greece'

Annexes:
grossing-up Greece

3.6. Adjustment

Not applicable

4. Quality management

Top

4.1. Quality assurance

Not available.
New concept added with the migration to SIMS 2.0.
Information (content) will be available after the next collection.

4.2. Quality management - assessment

At European level, the recommended use of the annual Eurostat model questionnaire aims at improving comparability of the results among the countries that conduct the survey on ICT usage and e-commerce in enterprises. Moreover, the Methodological Manual provides guidelines and

clarifications for the implementation of the surveys in the Member States.
(Metadata report)

Please provide an overall assessment of the national methodology for quality management (if information is available):

5. Relevance

Top

5.1. Relevance - User Needs

At European level, European Commission users (DG CNECT, DG ENTR, DG MARKT, DG EAC, DG SANCO) are the principal users of the data on "**ICT usage and e-commerce in enterprises**" and contribute in identifying/defining the topics to be covered. Hence, main users are consulted regularly (at hearings, task forces, ad hoc meetings) for their needs and are involved in the process of the development of the model questionnaires at a very early stage. User needs are considered throughout the whole discussion process of the model questionnaires aiming at providing relevant statistical data for monitoring and benchmarking of European policies.
(Metadata report)

Please add information concerning the involvement of users at national level (if available):

5.2. Relevance - User Satisfaction

At European level, contacts within the Commission, the OECD and other stakeholders give a clear picture about the key users' satisfaction as to the following data quality aspects: accuracy and reliability of results, timeliness, satisfactory accessibility, clarity and comparability over time and between countries, completeness and relevance. Overall users have evaluated positively (good, very good) the data quality on the "**ICT usage and e-commerce in enterprises**".
(Metadata report)

Please add information concerning user satisfaction at national or European level (if available):

5.3. Completeness

(Metadata report)
A) Questionnaire
Implementation of the mandatory questions in the national questionnaire and adoption of questions for micro-enterprises (Model Questionnaire)

All mandatory variables included in Annex I of the Commission Regulation (EC) No 1083/2012 of 19th November 2012 are intended to be derived from the general survey, covering enterprises with 10 or more persons employed.
*In the following table in the column **"General Survey"** please indicate any deviation of the question from the recommendation as defined in the model questionnaire, for the general survey.*
*For each question or item, an "**x**" in the column named **"Question included"** would mean that it was included in the national questionnaire addressed to **micro-enterprises**. The national questionnaire(s) (and an English version, if available,) should be provided in the annex.*

Question / Item		General survey	Micro-enterprises
		Any deviation from question /item in model questionnaire	**Question included**
Module A: Use of computers and computer networks			
A1.	Did your enterprise use computers, in January 2013? (Filter question) Computers include Personal Computers, nettops, portable computers (e.g. laptops, notebooks, netbooks, tablets), other portable devices like Smartphones, Personal Digital Assistants (PDA)	None	
Module B: Access and use of the Internet			
B1.	Did your enterprise have access to the Internet, in January 2013? (Filter question)	None	
B2.	Did your enterprise have the following types of external connection to the Internet, in January 2013?		
	a) DSL connection e.g. xDSL, ADSL, SDSL, VDSL etc	None	
	b) Other fixed broadband Internet connection e.g. fiber optics technology (FTTH), cable technology, etc (add national examples for public Wi-Fi, WiMax, etc)	None	
	c) ISDN connection or dial-up access over normal telephone line	None	
	d) Mobile broadband connection via a portable device using mobile telephone networks (so called 3G or 4G) e.g. via a portable computer or other portable devices like Smartphone, PDA phone	None	
	e) Other mobile connection using e.g. analogue mobile phone, GSM, GPRS, EDGE	None	
B3.	What was the maximum contracted download speed of the fastest Internet connection of your enterprise, in January 2013? (tick only one) a) less than 2 Mbit/s b) at least 2 but less than 10 Mbit/s c) at least 10 but less than 30 Mbit/s d) at least 30 but less than 100 Mbit/s e) at least 100 Mbit/s	None	

B4.	How many persons employed used computers with access to the World Wide Web at least once a week, in January 2013? **Or** < Please indicate an estimate of the percentage of the total number of persons employed who used computers with access to the World Wide Web at least once a week, during January 2013. Computers include Personal Computers, nettops, portable computers (e.g. laptops, notebooks, netbooks, tablets), other portable devices like Smartphone, PDA phone.	None	
Mobile connection to the Internet for business use			
B5.	In January 2013, did any persons employed have portable devices provided by the enterprise, that allowed a mobile connection to the Internet for business use? Tick 'No' if the devices allowed Internet connection only via wireless networks (i.e. local wireless networks or public hotspots such as [add national examples of Wi-Fi hotspots, hotzones e.g. HotCity for Luxembourg]) and not via mobile telephone networks (filter question) e.g. portable computers or other portable devices like Smartphone, PDA phone)	None	
B6.	In January 2013, how many persons employed had a portable device provided by the enterprise that allowed a mobile connection to the Internet for business use? (e.g. portable computers or other portable devices like Smartphone, PDA phone) **or** Please indicate an estimate of the percentage of the total number of persons employed who had a portable device provided by the enterprise that allowed a mobile connection to the Internet for business use, in January 2013? (e.g. portable computers or other portable devices like Smartphone, PDA phone)	None	
Use of a Website or Home Page			
B7.	In January 2013, did your enterprise have a Website or Home Page? (Filter question)	None	
B8.	In January 2013, did the Website or Home Page have any of the following?		
	a) Online ordering or reservation or booking, e.g. shopping cart	None	
	b) A privacy policy statement, a privacy seal or certification related to website safety	None	
	c) Product catalogues or price lists	None	
	d) Order tracking available on line	None	
	e) Possibility for visitors to customise or design the products	None	
	f) Personalised content in the website for regular/repeated visitors	None	
Use of the Internet in contact with public authorities			
B9.	During 2012, did your enterprise use the Internet for interaction with public authorities to: (excluding any interaction via e-mails)		
	a) obtain information from public authorities' websites or home pages?	None	
	b) obtain forms from public authorities' websites or home pages?	None	
	c) submit completed forms electronically? e.g. forms for customs or VAT declaration	None	
	d) declare VAT completely electronically without the need for paper work? (including electronic payment, if required)	None	
	e) declare social contributions completely electronically without the need for paper work? (including electronic payment, if required)	None	
Public electronic Procurement			
B10.	During 2012, did your enterprise use the Internet for accessing tender documents and specifications in electronic procurement systems of public authorities?	None	
B11.	During 2012, did your enterprise use the Internet for offering goods or services in public authorities' electronic procurement systems (eTendering)?		
	a) in your own country	None	
	b) in other EU countries	None	
Use of Social Media			
B12.	In January 2013, did your enterprise use any of the following social media? (add national examples; replace existing examples if necessary)		
	a) Social networks (e.g. Facebook, LinkedIn, Xing, Viadeo, Yammer, etc)	None	
	b) Enterprise's blog or microblogs (e.g. Twitter, Present.ly, etc)	None	
	c) Multimedia content sharing websites (e.g. YouTube, Flickr, Picassa, SlideShare, etc)	None	
	d) Wiki based knowledge sharing tools	None	
	e) The enterprise did not use any of the above mentioned social media or used them only for posting paid adverts	None	
B13.	In January 2013, did your enterprise use social media to:		
	a) Develop the enterprise's image or market products (e.g. advertising or launching products, etc)	None	
	b) Obtain or respond to customer opinions, reviews, questions	None	
	c) Involve customers in development or innovation of goods or services	None	

	d) Collaborate with business partners (e.g. suppliers, etc.) or other organisations (e.g. public authorities, non-governmental organisations, etc.)	None	
	e) Recruit employees	None	
	f) Exchange views, opinions or knowledge within the enterprise	None	
B14.	In January 2013, did your enterprise have a formal policy for using social media? (e.g. objectives, rules, procedures, etc)	None	
Module C: Electronic invoicing *(Scope: enterprises with Computers)*			
C1.	In January 2013, did your enterprise send electronic invoices?		
	a) e-invoices in a standard structure suitable for automatic processing e.g. EDI, UBL, XML, (please add national examples)	None	
	b) Electronic invoices not suitable for automatic processing e.g. emails, email attachment in PDF format	None	
C2.	In January 2013, did your enterprise receive e-invoices in a standard structure suitable for automatic processing? e.g. EDI, UBL, XML, (please add national examples)	None	
Module D: Automatic share of information within the enterprise *(Scope: enterprises with Computers)*			
D1.	In January 2013, did your enterprise use an ERP software package?	None	
Module E: e-Commerce *(Scope: enterprises outside the financial sector with Computers)*			
E-commerce Sales			
Web sales			
E1.	During 2012, did your enterprise receive orders for goods or services placed via a website? (excluding manually typed e-mails) *(Filter question)*	None	
E2.	Please state the value of the turnover resulting from orders received that were placed via a website (in monetary terms, excluding VAT), in 2012. If you can't provide this value, Please indicate an estimate of the percentage of the total turnover resulting from orders received that were placed via a website, in 2012.	None	
E3.	In 2012, did your enterprise receive orders placed via a website by customers located in the following geographic areas?		
	a) Own country	None	
	b) Other EU countries	None	
	c) Rest of the world	None	
E4.	Please provide a percentage breakdown of the turnover from orders received that were placed via a website in 2012 by type of customer (estimates in percentage of the monetary values, excluding VAT)		
	a) B2C (Sales to private consumers)	None	
	b) B2B (Sales to other enterprises) and B2G (Sales to public authorities)	None	
	c) TOTAL	None	
E5.	Did any of the following obstacles limit or prevent your enterprise from selling via a website?		
	a) The enterprise's goods or services were not suitable for web sales	None	
	b) Problems in web sales related to logistics (shipping of goods or delivery of services)	None	
	c) Problems in web sales related to payments	None	
	d) Problems in web sales related to ICT security or data protection	None	
	e) Problems in web sales related to the legal framework	None	
	f) The cost of introducing web sales was, or would have been, too high compared to the benefits	None	
EDI-type sales			
E6.	During 2012, did your enterprise receive orders for goods or services placed via EDI-type messages? (Filter question)	None	
E7.	Please state the value of the turnover resulting from orders received that were placed via EDI-type messages (in monetary terms, excluding VAT), in 2012. **or** Please indicate an estimate of the percentage of the total turnover resulting from orders received that were placed via EDI-type messages, in 2012.	None	
E8.	In 2012, did your enterprise receive orders placed via EDI-type messages by customers located in the following geographic areas?		
	a) Own country	None	
	b) Other EU countries	None	
	c) Rest of the world	None	
E-commerce Purchases			
E9.	During 2012, did your enterprise send orders for goods or services via a website or EDI-type messages? (Excluding manually typed e-mails)	None	
Module X: Background information			

(X1-X4) available in some countries from SBS, the business register or administrative data and thus not to be included; latest available information should be provided			
X1.	Main economic activity of the enterprise, during 2012.	None	
X2.	Average number of persons employed, during 2012.	None	
X4.	Total turnover (in value terms, excluding VAT), for 2012	None	

(Metadata report)

B)Coverage of the optional questions of the Model Questionnaire

*Indicate which optional questions were included in the national questionnaire. For each question or item, an "**x**" in the column named **"Question included"** means that it was included in the national questionnaire. The column "10+" refers to enterprises with "**10 or more persons employed"** and column **"Micro"** refers to micro-enterprises.*

Optional Question / Item		Question included		Any deviations from question / item in model questionnaire
		10+	Micro	
Module A: Use of computers and computer networks ***(optional questions/items)***				
A2.	How many persons employed used computers at least once a week, in January 2013? If you can't provide this value, Please indicate an estimate of the percentage of the total number of persons employed who used computers at least once a week, in January 2013.	x		
A3.	In January 2013, did any persons employed have remote access to the enterprise's e-mail system, documents or applications (via fixed, mobile or wireless connection to the Internet)?	x		
Module B: Access and use of the Internet *(optional questions/items)*				
B2.	Did your enterprise have the following types of external connection to the Internet, in January 2013?			
	d1) via portable computer using mobile telephone networks (so called 3G or 4G) e.g. notebook, netbook, laptop, Ultra Mobile PC-UMPC, tablet, etc	x		
	d2) via other portable devices like Smartphone, PDA phone using mobile telephone networks (so called 3G or 4G)	x		
B8.	In January 2013, did the Website or Home Page have any of the following?			
	g) Advertisement of open job positions or online job application	x		
Module D: Automatic share of information within the enterprise *(optional questions/items) (Scope: enterprises with Computers)*				
D2.	In January 2013, did your enterprise use CRM software to manage:			
	a) the collection, storing and making available information about customers to various business functions	x		
	b) the analysis of information about customers for marketing purposes. (e.g. setting prices, sales promotion, choosing distribution channels, etc.)	x		
Module E: e-Commerce *(optional questions/items)* *(Scope: enterprises outside the financial sector with Computers)*				
E10.	During 2012, did your enterprise place orders for goods or services via a website?	x		
E11.	During 2012, did your enterprise place orders for goods or services via EDI-type messages?	x		
E12.	Please indicate for 2012 the value of orders that were sent electronically in relation to the total purchases' value (in monetary terms, excluding VAT) Less than 1% 1% or more and less than 5% 5% or more and less than 10% 10% or more and less than 25% 25% or more and less than 50% 50% or more and less than 75% 75% or more **or** Please state the value of the purchases resulted from orders placed electronically (in monetary terms, excluding VAT), in 2012. **or** Please provide an estimate of the percentage of the total purchases that resulted from orders placed electronically, in 2012.	x		
E13.	In 2012, did your enterprise place orders via a website or EDI-type messages to suppliers located in the following geographic areas?			
	a) Own country	x		
	b) Other EU countries	x		
	c) Rest of the world	x		
Module X: Background information *(optional questions/items)*				
X3.	Total purchases of goods and services (in value terms, excluding VAT), for 2012	x		

(Metadata report)

C) General remarks on the national questionnaire

The General remarks on the national questionnaire section can be filled in with general information about the variables collected. For example, if a variable was collected/verified from administrative sources, other survey, etc. It is noted that X1-X4 variables may be available from SBS, the business register or other administrative sources.

None

(Metadata report)

D) Additional questions introduced in national questionnaire(s)

In the section on additional questions introduced in the national questionnaireyou can introduce general information on the adoption of additional national questions. In the following table you can provide the designation of these questions and any other additional information on that question you wish to provide.

Additional questions	Additional information

5.3.1. Data completeness - rate

Not requested. Please refer to 4.3 in order to provide any relevant qualitative information.

6. Accuracy and reliability

Top

6.1. Accuracy - overall

(Quality report)

A) Reliability of breakdowns to be used for the calculation of European aggregates

*Please indicate for both the general survey and for micro-enterprises the breakdowns to be used for the calculation of **European** aggregates that have a **sufficiently high quality** to be released at **national** level by introducing an "**x**" in the column next to the Y/N responses.*

***Note:** In the case there is a grant agreement that foresees that certain breakdowns will be provided with sufficiently high quality to allow their release at **national** level, the following table should reflect the grant agreement ("**x**" next to "Yes" for the respective breakdowns).*

In the case data for few variables/breakdowns cannot be released - although the particular breakdowns had been taken into account in the sampling design as foreseen in the grant agreement - it is expected that the breakdowns are marked with "Yes", data are accordingly flagged as unreliable and explanations should be provided in point 5.1. (B) (below)

In all cases, data will be evaluated for completeness and compliance with the terms in the grant agreement (if applicable) and the current quality report; additional clarifications may be requested.

Economic Activity	Micro-enterprises				General Survey			
10-12	Yes		No		Yes	x	No	
13-15	Yes		No		Yes	x	No	
16-18	Yes		No		Yes	x	No	
26	Yes		No		Yes	x	No	
27-28	Yes		No		Yes	x	No	
29-30	Yes		No		Yes		No	x
31-33	Yes		No		Yes	x	No	
45	Yes		No		Yes	x	No	
46	Yes		No		Yes	x	No	
47	Yes		No		Yes	x	No	
55-56	Yes		No		Yes	x	No	
58-60	Yes		No		Yes	x	No	
61	Yes		No		Yes		No	x
62-63	Yes		No		Yes	x	No	
64.19+64.92	Yes		No		Yes		No	x
65.1+65.2	Yes		No		Yes	x	No	
66.12+66.19	Yes		No		Yes		No	x
77-78+80-82	Yes		No		Yes	x	No	
79	Yes		No		Yes		No	x
95.1	Yes		No		Yes	x	No	

(Quality report)

B) Comments on reliability and representativeness of results and completeness of dataset

These comments should reflect standard errors reported for the indicators and breakdowns in section 5.2.1 (Sampling error - indicators) and the breakdowns for European aggregates, as well as other accuracy measurements. The estimated standard error should not exceed 2pp for the overall *proportions and should not exceed 5pp for the proportions related to the different subgroups of the population (for those NACE aggregates for the calculation and dissemination of national aggregates). If problems were found, these could have implications for future surveys (e.g. need to improve sampling design, to increase sample sizes, to increase the response rates etc.).*

Comments related to all indicators, breakdowns concerning accuracy (sampling error in 5.2.1, other indicators and breakdowns, breakdowns for European aggregates):
In most of the cases (78.7%), the indicators of the above table have coefficient of variations up to 10%.

If significant standard errors were found, were data cells in the transmitted dataset flagged as unreliable?	
Yes	No[1]
x	

[1] Please note that if data were not flagged as unreliable they will be released

6.2. Sampling error

(Quality report)

Calculation of the standard error

Various methods can be used for the calculation of the standard error for an estimated proportion. The aim is to incorporate into the standard error the sampling variability but also variability due to unit non-response, item non-response (imputation), calibration etc. In case of census / take-all strata, the aim is to calculate the standard errors comprising the variability due to unit non-response and item non-response.

Please, describe below the approach which you have followed. This information will help Eurostat to evaluate the comparability of the standard errors supplied in the previous section by the different statistical institutes participating in the survey.

a) Name and brief description of the applied estimation approach
We applied single stratified random sampling and Horvitz-Thompson estimator. In addition, aanalytic method was applied for the variance estimation.

b) Basic formula
see annex 'basic formula Greece'

c) *Main reference in the literature*
Cochran, W.G. (1977). Sampling Techniques, New York: John Wiley and Sons **Kish, L, (1965)**. Survey Sampling, New York: John Wiley and Sons **Kish, L., (1987).** Statistical Design and Research, New York: John Wiley and Sons

d) How has the stratification been taken into account?
The variance estimation procedure adds the final stratum variance estimates to compute the overall variance estimate.

e) Which strata have been considered?
Final strata, where each the final stratum is defined by crossing (Region – NUTS 2) X (Aggregation of NACE Rev.2 subsections) X (Size class of the enterprises)

Annexes:

basic formula Greece

6.2.1. Sampling error - indicators

(Quality report)

Standard error (for delected indicators and breakdowns)

Precision measures related to variability due to sampling, unit non-response (the size of the subset of respondents is smaller as compared to the size of the original sample) and other (imputation for item non-response, calibration etc.) are not (yet) required from the Member-State for all indicators. Eurostat will make basic assumptions to compute these measures for all indicators produced (e.g. stratified random sampling assuming as strata the crossing of the variables "Number of Persons Employed" and "Economic Activity" as it was defined in the 3 tables of section 12.1).

In order to evaluate the reasonability of the assumptions made by Eurostat, we need to compare the estimated standard error computed under these assumptions and those computed by the country, taking into account the real sampling design used and other sources of variability, for at least some of the indicators. We also need to compare these measures not only for the overall population, but also for the several breakdowns, in which case the standard error is commonly higher. Please, describe also the method used for the estimation of the standard error in the table below.

We kindly ask you to provide in the following table the estimated standard error ***in percentage points*** *for each of the listed indicators. Both aggregates for "possible calculation of* ***national*** *aggregates" and for "possible calculation of* ***European*** *aggregates" are included in the table.*

Certain cells correspond to optional size classes, and are to be filled in only when these were covered by the survey.

The first three columns of the table refer as a technical reference to the question and scope in the same terms as used in the Transmission Format.

Indicator	Breakdown	Unit	Associated Question	Estimated	Standard	Flag

				proportion (%)	error (Percentage points)	c: confidential u: unreliable
e_pmd	10_C10_S951_XK	%ent	B5. In January 2013, did any persons employed have portable devices provided by the enterprise that allowed a mobile connection to the Internet for business use?	27.4	0.93	
e_webord	10_C10_S951_XK	%ent	B8. In January 2013, did your enterprise have a website that offered online ordering or reservation or booking, e.g. shopping cart?	15	0.75	
e_erp1	10_C10_S951_XK	%ent	D1. In January 2013, did your enterprise have in use an ERP software package?	37.1	1.05	
e_invsndap	10_C10_S951_XK	% ent	C1. a) In January 2013, did your enterprise send electronic invoices in a standard structure suitable for automatic processing	4.8	0.46	
e_invrecap	10_C10_S951_XK	% ent	C2. In January 2013, did your enterprise receive e-invoices in a standard structure suitable for automatic processing	20.1	0.91	
e_awsell	10_C10_S951_XK	% ent	E1. During 2012, did your enterprise receive orders for products or services placed via a website? (excluding manually typed e-mails)	9.1	0.59	
e_axsell	10_C10_S951_XK	% ent	E6. During 2012, did your enterprise receive orders for goods or services placed via EDI-type messages?	8	0.57	
e_aebuy	10_C10_S951_XK	% ent	E9. During 2012, did your enterprise send orders for goods or services via a website or EDI-type messages (excluding manually typed e-mails)	1.1	0.2	U
e_web	10_C10_S951_XK	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	20	0.89	
e_web	MC_C10_S951_XK	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	60.6	1.21	
e_web	MI_C10_S951_XK	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?			
e_web	S_C10_S951_XK	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?			
e_web	M_C10_S951_XK	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	57.6	1.37	
e_web	L_C10_S951_XK	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	81.8	1.32	
e_web	10_C10_12	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	91.5	0	
e_web	10_C13_15	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	58.5	3.74	
e_web	10_C16_18	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	66.2	5.1	
e_web	10_C10_18	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	75.2	6.2	
e_web	10_C19_23	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	64.1	2.72	
e_web	10_C24_25	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	66.7	4.19	
e_web	10_C26	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	76.3	4.35	
e_web	10_C27_28	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	89.7	8.76	
e_web	10_C29_30	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	91.3	3.7	
e_web	10_C31_33	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	84.1	8.94	U
e_web	10_C26_33	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	70.4	5.62	
e_web	10_D35_E39	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	80.4	3.22	
e_web	10_F41_43	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	76.8	2.59	
e_web	10_G45	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	50.2	4.5	
e_web	10_G46	% ent	B8. In January 2013, did your enterprise have a Website or	65.1	5.43	

			Home Page?			
e_web	10_G47	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	67.4	2.5	
e_web	10_G45_47	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	40.6	4.05	U
e_web	10_H49_53	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	59.6	1.99	
e_web	10_I55	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	65.6	4.32	
e_web	10_I55_56	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	82.5	4.02	
e_web	10_J58_60	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	51	3.53	
e_web	10_J61	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	75.1	6.76	
e_web	10_J62_63	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	73.4	10.53	U
e_web	10_J58_63	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	90.7	3.82	
e_web	10_L68	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	79.8	4.15	
e_web	10_M69_74	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	67.1	11.55	U
e_web	10_N77_82_X79	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	73	3.95	
e_web	10_N79	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	65.6	7.16	U
e_web	10_N77_82	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	62.8	7.67	U
e_web	10_S951	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	64.8	5.54	
e_web	10_ICT_T	% ent	B8. In January 2013, did your enterprise have a Website or Home Page?	100	0	
p_empmd	10_C10_S951_XK	% ent	B6. Please indicate an estimate of the percentage of the total number of persons employed who had a portable device provided by the enterprise that allowed a mobile connection to the Internet for business use, in January 2013	89	2.88	
e_awsval	10_C10_S951_XK	% turn	E2. Please indicate an estimate of the percentage of the total turnover resulting from orders received that were placed via a website, in 2012.	7.4	0.18	
e_axsval	10_C10_S951_XK	% turn	E7. Please indicate an estimate of the percentage of the total turnover resulting from orders received that were placed via EDI-type messages, in 2012.	1.2	0.13	U
e_awsval_b2c	10_C10_S951_XK	% awsval	E4. Please provide a percentage breakdown of the turnover from orders received that were placed via a website in 2012 - B2C	0.4	0.06	u

6.3. Non-sampling error

6.3.1. Coverage error

See 12.1 C) 1. Known shortcomings of frame population, if any

6.3.1.1. Over-coverage - rate

Not requested

6.3.1.2. Common units - proportion

Not requested.

6.3.2. Measurement error

(Quality report)

Measurement errors related to the survey instrument should be reported here
(for example wrong routing in national questionnaire, processing errors due to coding or data entry, interviewers' bias).

6.3.3. Non response error

See detailed sections below

6.3.3.1. Unit non-response - rate

Response and non-response

(Quality report)

A) Unit response

The following table should be filled in with the number of units (e.g. enterprises), by type of response to the survey and by the percentage of these values in relation to the gross sample size.

Type of response	1-9 persons employed		10 or more persons employed	
	Number	%	Number	%
Gross sample size (as in section 12.1 E)		100%	4682	100%
1. Response (questionnaires returned by the enterprise)			**3617**	77,25 %
1.1 Used for tabulation and grossing up (Net sample or Final Sample; as in section 12.1 F)			**3100**	66,21 %
1.2 Not used for tabulation			**517**	11,04 %
1.2.1 Out of scope (deaths, misclassified originally in the target population, etc.)			**460**	9,82 %
1.2.2 Other reasons (e.g. unusable questionnaire, etc.)			**57**	1,22 %
2. Non-response (e.g. non returned mail, returned mail by post office, etc.)			**1065**	22,75 %

Comments on unit response, if any

(Quality report)

B) Methods used for minimizing unit non-response

Where applicable, give a description of measures taken to reduce the unit non-response: advance notification in the form of a letter or phone call, showing respondents how the data they are providing are being used, system of reminders, etc.

Initially, in the form of the letter, we inform all the enterprises about: the scope and the use of the survey, the legislation and we ask the correspondents to answer the questionnaire in a time period not more than a month. Later, when this period passes we send a reminder.

When this extra period passes, we take phone to the responsible person, and we try to investigate the causes of non-response.

We offer them our help for filling the questionnaire, or in other cases we try to persuade them for the need of statistical data.

After all, if the enterprise continues to refuse the collaboration with our service, we try to find another enterprise (with the same characteristics) to survey and we take the information we need.

(Quality report)

C) Methods used for unit non-response treatment

*Indicate the method used to correct for unit non-response (Please put an "**x**" into the right column of the relevant treatment.)*

1. No treatment for unit non-response	
2. Treatment by re-weighting	
2.1 Re-weighting by the sampling design strata considering that non-response is ignorable inside each stratum (the naïve model)	
2.2 Re-weighting by identified response homogeneity groups (created using sample-level information)	
2.3 Re-weighting through calibration/post-stratification (performed using population information) by the groups used for calibration/post-stratification	x
3. Treatment by imputation (done distinctly for each variable/item)	

4. Please briefly describe below the method(s) and the model(s) corresponding to the above or other method(s) used for the treatment of unit non-response. (e.g. Re-weighting using Horvitz-Thompson estimator, ratio estimator or regression estimator, auxiliary variables, etc.)

In order to reduce the bias due to unit non-response, the units of the net sample were post-stratified according to the following criteria: a) NUTS 2 Region b) enterprise economic activity and c) enterprise size class, as this is defined by the number of its employees, The weight that was applied is

(Quality report)

D) Other comments relating to the unit non-response

If any, please use this box to inform on additional issues on the non-response calculation (e.g. method used in national publications, etc.).

6.3.3.2. Item non-response - rate

(Quality report)

A) Questions or items with item response rates below 90%

If any, identify the items with low response rates (the cut-off value to be used is 90%) and indicate their respective response rates. The item non-response rate should of course be calculated taking into account the routing and filtering in the questionnaire.

(Quality report)

B) Methods used for item non-response treatment

Indicate whether imputations are made for item non-response and give a short description of the methods used. Please see also guidance on this subject in the model questionnaire and the Methodological Manual.

1.No treatment for item non-response	x
2.Deductive imputation An exact value can be derived as a known function of other characteristics.	
3.Deterministic imputation (e.g. mean/median, mean/median by class, ratio-based, regression-based, single donor nearest-neighbour, etc) Deterministic imputation leads to estimators with no random component, that is, if the imputation were to be re-conducted, the outcome would be the same	
4.Random imputation (e.g., hot-deck, cold-deck etc) Random imputation leads to estimators with a random component, that is, if the imputation were re-conducted, it would have led to a different result	
5.Re-weighting	
6.Multiple imputation In multiple imputation each missing value is replaced (instead of a single value) with a set of plausible values that represent the uncertainty of the right value to impute. Multiple imputation methods offer the possibility of deriving variance estimators by taking imputation into account. The incorporation of imputation into the variance can be easily derived based on variability of estimates among the multiply imputed data sets.	
7. Please briefly describe below the method(s) and the model(s) corresponding to the above or other method(s) used for the treatment of item non-response.	

(Quality report)

C) Other comments relating to the item non-response

Please use this box to inform us of additional issues concerning "non-response" calculation (e.g. method used in national publications, etc.).

6.3.4. Processing error

See detailed sections below

6.3.4.1. Imputation - rate

Not requested - See sections 5.3.3.1 and 5.3.3.2 for unit and item non-response respectively

6.3.5. Model assumption error

Not requested.

6.4. Seasonal adjustment

Not applicable

6.5. Data revision - policy

(Quality report)

Please provide any information concerning data revisions (national policy)

See detailed sections below

6.6. Data revision - practice

(Quality report)

Please provide any information concerning national practices on data revisions

6.6.1. Data revision - average size

Not requested.

7. Timeliness and punctuality

Top

See detailed section below.

7.1. Timeliness

See detailed sections below

7.1.1. Time lag - first result

Not applicable

7.1.2. Time lag - final result

(Quality report)

A) *Data are to be delivered to Eurostat in the fourth quarter of the reference year (due date for the finalised dataset is 5th October). European results are released before the end of the same year that the survey is conducted (T=reference year, T+0 for indicators referring to the current year, T+10 months for other indicators referring to the previous year e.g. e-commerce).*

Please report any deviation from the above:

(Quality report)

B) Date of release of final national data

Please report the release date of final national data.

7.2. Punctuality

See detailed sections below

7.2.1. Punctuality - delivery and publication

(Quality report)

Please report on the time lag between the actual date of data delivery to Eurostat and the deadline (5th October).

8. Coherence and comparability

Top

See detailed section below.

8.1. Comparability - geographical

The model questionnaire is generally used by the countries that conduct the survey on ICT usage and e-commerce in enterprises. Due to (small) differences in translation, in reference periods, in the used survey vehicle, in non-response treatment or different routing through the questionnaire, some results for some countries may be of reduced comparability. In these cases, notes are added in the metadata.

(Quality report)

Please indicate here if you have deviated from the model questionnaire or the concepts described in the Methodological manual that would affect the comparability of data among countries (e.g. different or no filter question, etc)

8.1.1. Asymmetry for mirror flow statistics - coefficient

Not applicable

8.2. Comparability - over time

See detailed section below.

8.2.1. Length of comparable time series

(Metadata report)

Please indicate any changes in the survey from the previous year(s) that may have an impact on the comparability over time of the results delivered to Eurostat (and not particularly those relating to results released only nationally).
None

8.3. Coherence - cross domain

(Metadata report) / (Quality report)

Please indicate any issues with other statistical data collections in enterprises (using either surveys or administrative sources) that may have an impact on the coherence ***across domains****. e.g. use of different statistical units from Structural business survey, economic activities, size classes, reference period, etc*

(Metadata report)

Please indicate any issues with other statistical data collections (using either surveys or administrative sources) that may have an impact on the comparability across domains. e.g. comparability with data from Structural Business Survey

8.4. Coherence - sub annual and annual statistics

Not applicable

8.5. Coherence - National Accounts

Not applicable

8.6. Coherence - internal

Not applicable

9. Accessibility and clarity

Top

See detailed section below.

9.1. Dissemination format - News release

(Quality report)

National dissemination of results

Please indicate if there was any news release for dissemination of results or if any release is foreseen. If possible, provide links or attach News releases.	
News releases:	Links

9.2. Dissemination format - Publications

(Quality report)

National dissemination of results

Please indicate if there was any publications for dissemination of results or if any publication is foreseen. If possible, provide links or attach publication.

Publications:	Links
No, there wasn't any.	

9.3. Dissemination format - online database

See detailed section 7.3.1

9.3.1. Data tables - consultations

(Quality report)
Results for selected variables collected in the framework of this survey are available for all participating countries on Information society of Eurostat website.

National data tables/databases:	Links

9.4. Dissemination format - microdata access

Not applicable

9.5. Dissemination format - other

Not requested.

9.6. Documentation on methodology

(Quality report)

Please report on the availability of documents that are referred to as national reference metadata files, methodological papers, summary documents or other important handbooks, if any.

9.7. Quality management - documentation

(Quality report)

Please provide information about national quality management documentation or studies (if available).

9.7.1. Metadata completeness - rate

Not requested.

9.7.2. Metadata - consultations

Not requested.

10. Cost and Burden

Top

(Quality report)
In the 2010 survey one optional question on response burden("Time needed to fill out the questionnaire") was included. On the basis of 19 countries that had asked this question, it took on average 40 minutes to fill out this questionnaire (ranging from less than 20 to more than 80 minutes).

Please provide updated relevant information, if available.

11. Confidentiality

Top

11.1. Confidentiality - policy

(Metadata report) / (Quality report)
Regulation (EC) No 223/2009 on European statistics (recital 24 and Article 20(4)) of 11 March 2009 (OJ L 87, p. 164), stipulates the need to establish common principles and guidelines ensuring the confidentiality of data used for the production of European statistics and the access to those confidential data with due account for technical developments and the requirements of users in a democratic society.

Please provide any relevant information concerning the national policy on confidentiality related to the survey on ICT usage and e-commerce in enterprises e.g. minimum number of enterprises for breakdowns, etc.

11.2. Confidentiality - data treatment

Data are transmitted via eDamis (encrypted) and delivered to a secure environment where they are treated. National Statistical Institutes are requested to add flags for confidentiality in case results must not be disclosed.

(Quality report)

Please provide any relevant information about national rules for treatment of confidential data or anonymisation.

12. Comment

Top

(Quality report)

Problems encountered and lessons to be learnt

These comments can relate to methodological issues as well as to the questionnaire itself (item construction, clarity of definitions to respondents, routing and filtering, etc.)
No comments

(Quality report)

Other comments, if any

(Metadata report) / (Quality report)
Annexes
Note: *Please also provide the annexes in a computer-readable format and in English* ***(Files can be attached using the button "Add file")***
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(Metadata report) **Questionnaire in national language**	
(Metadata report) **Questionnaire in English (if available)**	
(Metadata report) **National reports on methodology (if available)**	
(Quality report) **Analysis of key results, backed up by tables and graphs in English (if available)**	

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