

## Single Integrated Metadata Structure (SIMS)

**Country:** Greece

**Compiling agency:** ELSTAT

**Domain name:** Social Care Units

ELSTAT metadata
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1. Contact <a href="#">Top</a>	
1.1 Contact organisation	Hellenic Statistical Authority (ELSTAT)
1.2 Contact organisation unit	Division of Social Statistics, Department of Health Statistics and Social Security and Protection (code 010104Γ6)
1.3 Contact name	Zografou Alexandra
1.4 Contact person function	Transmission, collection, processing and correction of data, tabulation of data, checks and publication on ELSTAT's website.
1.5 Contact mail address	46, Peireos & Eponiton str., 185 10 Piraeus
1.6 Contact email address	<a href="mailto:a.zografou@statistics.gr">a.zografou@statistics.gr</a>
1.7 Contact phone number	+30 213 1352785

<b>1.8 Contact fax number</b>	+30 213 1352763
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<b>2. Introduction</b> <a href="#">Top</a>	
<b>2.1 Introduction</b>	The purpose of the survey is to collect non-economic data that refer to all Social Care Units which operate in Greece as Legal Entities under Public Law.

<b>3. Metadata update</b> <a href="#">Top</a>	
<b>3.1 Metadata last certified</b>	October 2014
<b>3.2 Metadata last posted</b>	October 2014
<b>3.3 Metadata last update</b>	January 2015

<b>4. Statistical presentation</b> <a href="#">Top</a>	
<b>4.1 Data description</b>	
<p>The survey is a census survey conducted every two years and its main purpose is to collect non-economic data that refer to all the Social Care Units operating as Legal Entities of Public Law. The current survey is dealing with the characteristics of inpatient or outpatient social care units, such as the number of employees, as well as number of beneficiaries of the units' services. The sources of the survey are the units (MFK) themselves that were operating on the 31<sup>st</sup> of December of the reference year. The survey covers all the Units (MFK) and their branches, which according to national legislation are operating, providing social protection in Greece.</p> <p>The legal framework governing the establishment of the existing Social Care Units (MFK) is the Law No 3106/2003 (Government Gazette A 30) as amended by Law 4025/2011.</p> <p>There is no specific legal framework for the conduct of this survey. The survey is conducted every two years. The Units are surveyed by Geographical Region (NUTS2).</p>	
<b>4.2 Classification system</b>	
The classification system which is used for the survey is the Nomenclature of Territorial Units for Statistics- NUTS (NUTS 2 level).	
<b>4.3 Sector coverage</b>	
SOCIAL PROTECTION /WELFARE	
<b>4.4 Statistical concepts and definitions</b>	
<p>Pursuant to the Law 3106/2003 (Government Gazette A 30) the Social Care Units (MKF) that were established were as follows: Care centres for chronic diseases, Child care centres, Recovery and Rehabilitation Centres for people with disabilities, Education, Social Support and Training Centres for people with disabilities (KEKYKAMEA), Centres for Physical and Medical Rehabilitation (KAFKA and KAAKYAMEA) and Child Development Centres. Pursuant to the Law 4025/2011 there were some changes in the names of the units, e.g., the Institutes of Social Welfare were renamed Care centres for chronic diseases, the Child Care Centres and Children Cities were renamed to Centres for Child Protection and some units became the branches of some other units.</p> <p>According to ESSPROS (European System of Integrated Social Protection Statistics) social protection or care include all the interventions of public or private agencies aiming at relieving households and individuals from the burden of some dangers or needs. Such dangers or needs are: illness, disability, old age, family and children, unemployment, housing and social exclusion.</p> <p><u>Out-patient care</u> is the care to adults or minors who need help which is provided in a specific facility that operates during specific hours during the day (excluding overnight stay), e.g., provision of day-care services to children whose family can not fulfill their parental role on account of economic or other reasons.</p> <p><u>In-patient care</u> is the care services provided to vulnerable groups who stay on a permanent or provisional</p>	

basis is a specific facility (institution, unit) which covers their basic needs (shelter, food) and their sentimental or psychological-social needs, e.g., children-cities, homes for the elderly, etc.

Beneficiaries: are the people who are entitled to receive material, psychological or sentimental care services by the MFK.

Beneficiaries' capacity is the permanent capacity referred to in the operation license of the MFK, i.e., the maximum number of beneficiaries that a MFK can afford.

#### 4.5 Statistical unit

Social Care Unit.

#### 4.6 Statistical population

Social Care Units.

#### 4.7 Reference area

Greece total (published tables). Data are collected at the level of the Region (NUTS2).

#### 4.8 Time coverage

Biennial (from 2007 onwards).

#### 4.9 Base period

Not applicable.

### 5. Unit of measure

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The Unit of Social Care.

### 6. Reference period

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31 December 2011.

### 7. Institutional mandate

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#### 7.1 Legal acts and other agreements

The legal framework concerning the organization and operation of ELSTAT is as follows:

Law 3832/2010 (Government Gazette No 38, Issue A): *"Hellenic Statistical System Establishment of the Hellenic Statistical Authority (ELSTAT) as an Independent Authority"*, as amended by article 90 paragraphs 8 and 9 of the Law 3842/2010 (Government Gazette No 58, Issue A): *"Restoration of fiscal justice, confrontation of tax evasion and other provisions"*, by article 10 of the Law 3899/2010 (Government Gazette No 212, Issue A): *"Urgent measures for the implementation of the assistance program of the Greek Economy"*, by article 45 of the Law 3943/2011 (Government Gazette No 66, Issue A): *"Combating tax evasion, staffing of auditing services and other provisions falling within the competence of the Ministry of Finance"*, by article 22 paragraph 1 of the Law 3965/2011 (Government Gazette No 113, Issue A): *"Operations Reform of the Consignment and Loan Fund, Public Debt Management Agency, Public Enterprises and Government bodies, the establishment of the General Secretary of Public Property and other provisions"*, by article first of the Law 4047/2012 (Government Gazette No 31, Issue A): *"Ratification of the Act of Legislative Content 'Very urgent measures for the implementation of the Medium-term Fiscal Strategy 2012-2015 and of the State Budget for 2011' and of the Act of Legislative Content 'Regulation of very urgent issues for the implementation of law 4024/2011 'Pension provisions, uniform pay scale - grading system, labour reserve and other provisions for the implementation of the Medium-term Fiscal Strategy Framework 2012-2015' and of issues falling within the competence of the Ministries of Administrative Reform and E-Governance, Interior, Finance, Environment, Energy and Climate Change, and of Education, Lifelong Learning and Religious Affairs and related to the implementation of the Medium-term Fiscal Strategy Framework 2012-2015' and other provisions"*, by article 323 of the Law 4072/2012 (Government Gazette No 86, Issue A): *"Improvement of the business environment New corporate form - Trade Marks -*

*Realtors - Regulating maritime, port and fishing matters and other provisions*" and by article 7 paragraph 1 of the Act of Legislative Content dated 18/11/2012 (Government Gazette No 228, Issue A): *"Financial rules and other provisions"*, by Article 93 of the Law 4182/2013 (Government Gazette No 185, Issue A): *"Code of charitable estate, inheritances in abeyance and other provisions"*, by Article 6 paragraph 8 of the Law 4244/2014 (Government Gazette 60, Issue A): *"Integration in Greek law of the Council Directive 2013/1/EU of 20 December 2012 amending Directive 93/109/EC as regards certain detailed arrangements for the exercise of the right to vote and stand as a candidate in elections to the European Parliament for citizens of the Union residing in a Member State of which they are not nationals and amendment of law 2196/1994 (A' 41) and other provisions"*, by Article first subparagraph C.3 of the Law 4254/2014 (Government Gazette No 85, Issue A): *"Measures for the support and development of the Greek economy, in the context of the implementation of Law 4046/2012, and other provisions of law"* and by Article 33, paragraphs 5a and 5b of the Law 4258/2014 (Government Gazette No 94, Issue A): *"Demarcation process and arrangements of matters for streams - arrangements of Urban Planning legislation and other provisions"*.

Regulation on the Operation and Administration of the Hellenic Statistical Authority (ELSTAT), 2012, (Government Gazette No 2390, Issue B, 28-8-2012)

Regulation (EC) No 223/2009 of the European Parliament and of the Council, on the European statistics (Official Journal of the European Union L 87/164).

Article 14 of the Law 3470/2006 (Government Gazette No 132, Issue A): *"National Export Council, tax regulations and other provisions"*.

Article 3, paragraph 1c, of the Law 3448/2006 (Government Gazette No 57, Issue A): *"For the further use of information coming from the public sector and the settlement of matters falling within the responsibility of the Ministry of Interior, Public Administration and Decentralization"*.

European Statistics Code of Practice, adopted by the Statistical Programme Committee on 24 February 2005 and promulgated in the Commission Recommendation of 25 May 2005 on the independence, integrity and accountability of the national and Community statistical Authorities, after its revision, which was adopted on 28 September 2011 by the European Statistical System Committee.

Presidential Decree 226/2000 (Government Gazette No 195, Issue A): *"Organization of the General Secretariat of the National Statistical Service of Greece"*.

Articles 4, 12, 13, 14, 15 and 16 of the Law 2392/1996 (Government Gazette No 60, Issue A): *"Access of the General Secretariat of the National Statistical Service of Greece to administrative sources and administrative files, Statistical Confidentiality Committee, settlement of matters concerning the conduct of censuses and statistical works, as well as of matters of the General Secretariat of the National Statistical Service of Greece"*.

## 7.2 Data sharing

No.

## 8. Confidentiality

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### 8.1 Confidentiality policy

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.

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.

### 8.2 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; the anonymization criteria for the microdata provided to users; the granting to researchers access to confidential data for scientific purposes.

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.

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.

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 defence 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.

<b>9.1 Release calendar</b>
There is no predefined date for the release of data. The final data are published approximately fourteen (14) months after the end of the reference year.
<b>9.2 Release calendar access</b>
The announcement calendar is available on the website of ELSTAT, at: <a href="http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/calendar_en_2014.pdf">http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/calendar_en_2014.pdf</a>
<b>9.3 User access</b>
Data are disseminated simultaneously to all interested parties, through publication of tables on ELSTAT's website at: ( <a href="http://www.statistics.gr">http://www.statistics.gr</a> ) at "Statistical Themes» Health – Social Protection- Social Protection Units".  Equal user access to data is governed by the provisions of the European Statistics Code of Practice, fully respecting the professional independency and in objective, professional and transparent manner in which all users all users are treated equally. Data are not disseminated to users prior to their announcement.

<b>10. Frequency of dissemination</b>	<a href="#">Top</a>
Data are disseminated every two years.	

<b>11. Dissemination format</b>	<a href="#">Top</a>
<b>11.1 News release</b>	
No.	
<b>11.2 Publications</b>	
ELSTAT'S STATISTICAL YEARBOOK OF GREECE	
<b>11.3 On-line database</b>	
No relevant data are available on the database of ELSTAT : <a href="http://www.statistics.gr/portal/page/portal/ESYE/PAGE-database">http://www.statistics.gr/portal/page/portal/ESYE/PAGE-database</a>	
<b>11.3.1 Data tables - consultations</b>	
No data for the year 2011	
<b>11.4 Micro-data access</b>	
Micro data are available upon request at: Division of Statistical Information and Publications 46, Pireos & Eponiton str., 185 10 Piraeus Tel. (+30) 213-1352173, FAX: (+30) 213-1352022 e-mail : <a href="mailto:data.dissem@statistics.gr">data.dissem@statistics.gr</a>  Due to confidentiality reasons, access to microdata is allowed only under strict conditions and fully respecting the relevant procedure.	
<b>11.5 Other</b>	
Through the website of ELSTAT at: <a href="http://www.statistics.gr/portal/page/portal/ESYE/PAGE-themes?p_param=A2104&amp;r_param=SHE27&amp;y_param=2009_00&amp;mytabs=0">http://www.statistics.gr/portal/page/portal/ESYE/PAGE-themes?p_param=A2104&amp;r_param=SHE27&amp;y_param=2009_00&amp;mytabs=0</a>	
<b>11.5.1 Metadata – consultations</b>	
Has not been calculated, the latest micro data were validated in January 2015.	

<b>12. Accessibility of documentation</b>	<a href="#">Top</a>
<b>12.1 Documentation on methodology</b>	

There are not any national methodological notes.
<b>12.1.1 Metadata completeness - rate</b>
The metadata completeness rate is 100%.
<b>12.2 Quality documentation</b>
No quality report is compiled.

<b>13. Quality management</b>	<a href="#">Top</a>
<b>13.1 Quality assurance</b>	
<p>Quality checks are conducted through the whole compilation process that is from the phase of data collection to the phase of the compilation of the tables.</p> <p>Data are collected and transmitted to ELSTAT in hardcopies and electronically, after the questionnaires' having been completed by every unit. Then the data are aggregated, they are checked for completeness and correctness by contacting the data sources and by comparisons with previous years. Then, the data are computer processed and tabulated in excel-type tables.</p> <p>Moreover, ELSTAT implements the Quality Policy which is described on ELSTAT's website at:  <a href="http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTAT_Quality_Policy_EN.pdf">http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTAT_Quality_Policy_EN.pdf</a>  <a href="http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTAT_Quality_guidelines.pdf">http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTAT_Quality_guidelines.pdf</a></p>	
<b>13.2 Quality assessment</b>	
<p>Quality is considered satisfactory due to the completion of questionnaires by the data sources themselves and due to the data validation process.</p>	

<b>14. Relevance</b>	<a href="#">Top</a>
<b>14.1 User needs</b>	
<p>Users are individuals or agencies that are involved with issues of social protection for educational, professional and research reasons.</p>	
<b>14.2 User satisfaction</b>	
<p>User's needs are monitored, on a regular basis, by the Department of Health Statistics and Social Insurance and Protection. In general, there is a smooth cooperation and as far as possible direct response to requests. At the same time, the Division of Statistical Information and Publications of ELSTAT conducts the user's satisfaction survey every six months:  <a href="http://www.statistics.gr/portal/page/portal/ESYE/PAGE-conferences">http://www.statistics.gr/portal/page/portal/ESYE/PAGE-conferences</a>  <a href="http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTATUserSatisfactionSurvey13.pdf">http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTATUserSatisfactionSurvey13.pdf</a></p>	
<b>14.3 Completeness</b>	
<p>It is considered satisfactory.</p>	

<b>15. Accuracy and reliability</b>	<a href="#">Top</a>
<b>15.1 Overall accuracy</b>	
<p>The accuracy and reliability of data is considered high since the survey is a census survey and the responsible employees complete the data for every Unit and their response rate is 100%.</p>	
<b>15.2 Sampling error</b>	
<p>The survey is a census survey.</p>	
<b>15.3 Non-sampling error</b>	
<p>The response rate is 100% with no delays.</p>	
<b>15.3.1 Coverage error</b>	
<p>The survey is a census survey; there is no coverage error.</p>	
<b>15.3.1.1 Over-coverage rate</b>	
<p>No.</p>	



<b>15.3.1.2 Common Units – proportion</b>
Not applicable, data are collected only from administrative sources.
<b>15.3.2 Measurement error</b>
Completeness and correctness checks are carried out in order to identify any errors and if necessary the administrative sources are contacted for further clarifications. Finally, the data are compared with the relevant data of the previous years.
<b>15.3.3 Non response error</b>
No, response rate amounts to 100%.
<b>15.3.4 Processing error</b>
Checks are carried out during the tabulation of data and cross-checks with data of the previous years.
<b>15.3.5 Model assumption error</b>
Not applicable.

<b>16. Timeliness and punctuality</b>	<a href="#">Top</a>
<b>16.1 Timeliness</b>	
The final results are published approximately 300 days after the end of the reference year.	
<b>16.2 Punctuality</b>	
The data are published on time and the statistical product is up-to-date.	

<b>17. Comparability</b>	<a href="#">Top</a>
<b>17.1 Comparability – geographical</b>	
Data are comparable at the level of the Region since that the same methodology is used throughout the country.	
<b>17.1.1 Asymmetry for mirror flows statistics – coefficient</b>	
Not applicable.	
<b>17.2 Comparability – over time</b>	
Data are comparable over time because the same statistical units are surveyed, irrespective of the fact that some (pursuant to the Law 4024/11) are now called “branches” of some other units and the same variables are surveyed per Unit.	

<b>18. Coherence</b>	<a href="#">Top</a>
<b>18.1 Coherence cross-domain</b>	
There is no other survey conducted by another agency producing the same data.	
<b>18.1.1 Coherence – sub annual and annual statistics</b>	
Not applicable, the survey is biennial.	
<b>18.1.2 Coherence – National Accounts</b>	
Not applicable, there are no common data with the surveys of National Accounts.	
<b>18.2 Coherence – internal</b>	
There is coherence in each category, since the units are all the ex-Legal Entities of Public Law and those that became branches of theirs, but for coherence reasons they are all counted and the same definitions and classifications are used, thus ensuring internal coherence of data.	
Pursuant to the Law 4025/2011, the Social Care Units are legal entities of public law and are under the supervision of the Health Regions. Many legal entities are abolished and merged with other which from now operates as their branches or remained as before or they changed name and category.	
The number of Care Centres for Chronic Diseases (ex- Social Welfare Institutions) from 25 fell to 18 units	



and 9 branches of theirs.

The Child Care Centres and the Children Cities were renamed “Centres for Child Protection” of the corresponding Region where they belonged and from 19 they decreased to 12 and the rest 7 operate as their branches.

The Centres for the recovery and rehabilitation of people with disabilities (ex- Care centres for children or adults with disabilities) are inpatient care centres who provide care to children who suffer from chronic diseases, impairment or heavy mental retardation and pursuant to the Law 4025/2011 they merged to 6 units and 4 Branches.

The “Centres for physical and medical rehabilitation” include the KEKYKAMEA, KAFKA and KAAKYAMEA.

The category “Miscellaneous” includes one Development Centre and its branch, as well as a Multi-Centre (2 Legal Entities of Public Law and one branch) which provides diagnostic and therapeutic services to children and adolescents up to 18 years old with problems with their physical, mental or psychological development, learning and behaviour problems, etc. Any cases of diagnosis are also counted in the number of beneficiaries having received outpatient services.

The category “Other Legal Entities under Public Law” includes the Legal Entities of Public Law that are directly controlled by the Ministry of Health and Social Solidarity such as the National Centre for Social Solidarity (EKKA), the Training and Rehabilitation Centre for Blind People (KEAT) and the National Foundation for deaf people (EIK).

## 19. Cost and burden

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There is no burden except for the operating expenses of the responsible Section of the Division of Social Statistics of ELSTAT.

## 20. Data revision

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### 20.1 Revision policy

The survey is in accordance with the Revision Policy implemented by ELSTAT.

The Revision policy implemented by ELSTAT is presented on ELSTAT's website at:

[http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTAT\\_Revisions\\_Policy\\_22\\_5\\_2013\\_EN.pdf](http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTAT_Revisions_Policy_22_5_2013_EN.pdf)

### 20.2 Revision practice

ELSTAT's Revision Policy is implemented.

## 21. Statistical processing

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### 21.1 Source data

Primary data (number of beneficiaries, beneficiaries' capacity by in-patient and out patient care and number of employees) derive from the Health Regions which collect the data from the social care units which are supervised by them.

### 21.2 Frequency of data collection

Data are collected every two years.

### 21.3 Data collection

Questionnaires in either hardcopies or electronic files are completed by the administrative sources. As regards the Legal Entities under Public Law, data were collected through the Health Regions (“Ygionomikes

*Periferies”).*

#### **21.4 Data validation**

Data are validated through qualitative and quantitative checks, which are based on cross checking of primary data with those of previous years.

#### **21.5 Data compilation**

Once collected, the data undergo logical checks, any missing values are identified and are duly completed, and then the data are imported into the electronic database, are tabulated and finally published.

##### **21.5.1 Imputation – rate**

No imputation.

#### **21.6 Adjustment**

No adjustment.

##### **21.6.1 Seasonal adjustment**

Not applicable.

## **22. Comment**

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