

## Single Integrated Metadata Structure (SIMS) v.2

**Country:** Greece

**Compiling agency:** ELSTAT

**Domain name:** SURVEY ON PRISON and REFORMATORY  
ESTABLISHMENTS

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1. Contact <a href="#">Top</a>	
1.1 Contact organisation	Hellenic Statistical Authority (ELSTAT)
1.2 Contact organisation unit	Social Statistics Division, Justice and Public Order Statistics Section
1.3 Contact name	Sofia BALLA, Kleoniki THEODORAKI
1.4 Contact person function	Head of Justice and Public Order Statistics Section, Administrator
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2. Metadata update <a href="#">Top</a>	
3.1 Metadata last certified	April 2015
3.2 Metadata last posted	April 2015
3.3 Metadata last update	April 2015

3. Statistical presentation <a href="#">Top</a>	
3.1 Data description	
<p>The Directors of the prison establishments transmit on a quarterly basis the statistical questionnaires concerning the convicts who were released during the reference quarter, as well as the statistical questionnaires concerning the persons on trial and those detained for debts. The statistical questionnaires for the prisoners who were in prison on the 31st December are transmitted to ELSTAT after the end of the reference year.</p>	
3.2 Classification system	
<p><b>Occupation</b> is classified according to the national classification of occupations "STEP-92", which is the Greek version of the International Classification of Occupations- ISCO-88(Com), at one-digit level.</p> <p><b>Citizenship</b> is classified in accordance with a special classification used for the Survey on Prison Establishments.</p> <p><b>The place of usual residence</b> is classified in accordance with the Register of Settlements of the 2011 Population Census.</p> <p><b>Educational attainment</b> is classified in accordance with a specific classification used in the Survey on Prison Establishments.</p> <p><b>Offences</b> are classified according to an internal ELSTAT classification which is based to the categories of Greek Penal Code (the Greek Criminal Law) and specific penal laws based .</p>	
3.3 Sector coverage	
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3.4 Statistical concepts and definitions	
<ol style="list-style-type: none"> <li>1) <b>Judicial prisons:</b> in judicial prisons convicts who serve a sentence up to one year are usually kept. Specific departments of these prisons are designated for: a) persons on trial for misdemeanour or serious crime, b) persons detained for debts, c) convicts for periodic penalty payment or judicial costs (legal expenses), d) persons sentenced to detention and e) non-nationals on extradition. In addition, in a special department of these prisons the following categories of prisoners are kept: a) dangerous cases of recidivism, b) persons sentenced for criminal negligence irrespective of the penalty, c) persons convicted for the first time, serving an up-to-one-year sentence, d) juvenile convicts until their transportation to a Juvenile correction establishment, e) persons on trial younger than 21 years old, f) women on trial and women sentenced to imprisonment up to tree months.</li> <li>2) <b>Correction prisons:</b> they include: a) closed prisons for persons sentenced to life imprisonment, conditional imprisonment or imprisonment up to one year, b) rural prisons for convicts with good command and irrespective of their sentence, who are physically and physiologically capable for rural works.</li> <li>3) <b>Juvenile correction establishments:</b> rural or artisanary establishments for juveniles until the age of 21 and for special cases until the age of 25 when the convicts have given proof for their correction.</li> <li>4) <b>Therapy and detention establishments:</b> they keep inmates with physical of physiological diseases who need special therapeutic treatment and detention.</li> <li>5) <b>Juvenile Reformatory establishments:</b> establishments having male or female inmates of elementary educational attainment or vocation training, above the age of 7 years old but under the age of 17.</li> </ol>	
3.5 Statistical unit	

Persons on trial or convicts
<b>6.6 Statistical population</b>
The total of persons on trial or convicts who were sentenced during the reference year, as well as the total of persons on trial or convicts imprisoned on the 31st December of the reference year in all the prison establishments of Greece.
<b>3.7 Reference area</b>
The survey covers all the prison establishments of Greece.
<b>3.8 Time coverage</b>
The survey on prison establishments has been producing results 1956, on a yearly basis.
<b>3.9 Base period</b>
Not applicable.

<b>4. Unit of measure</b>	<a href="#">Top</a>
<ol style="list-style-type: none"><li>1. The number of persons on trial or convicts who were sentenced during the reference year.</li><li>2. The number of persons on trial or convicts imprisoned on the 31st December of the reference year.</li></ol>	

<b>5. Reference period</b>	<a href="#">Top</a>
One calendar year.	

<b>6. Institutional mandate</b>	<a href="#">Top</a>
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<b>6.1 Legal acts and other agreements</b>
<p>The legal framework concerning the organization and operation of ELSTAT is as follows:</p> <ul style="list-style-type: none"> <li>➤ <b>Law 3832/2010</b> (Government Gazette No 38, Issue A): <i>"Hellenic Statistical System Establishment of the Hellenic Statistical Authority (ELSTAT) as an Independent Authority"</i>, as amended and in force</li> <li>➤ <b>Regulation on the Operation and Administration of the Hellenic Statistical Authority (ELSTAT)</b>, 2012, (Government Gazette No 2390, Issue B, 28-8-2012)</li> <li>➤ <b>Regulation (EC) No 223/2009 of the European Parliament and of the Council</b>, on the European statistics (Official Journal of the European Union L 87/164).</li> <li>➤ <b>Article 14 of the Law 3470/2006</b> (Government Gazette No 132, Issue A): <i>"National Export Council, tax regulations and other provisions"</i>.</li> <li>➤ <b>Article 3, paragraph 1c, of the Law 3448/2006</b> (Government Gazette No 57, Issue A): <i>"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"</i>.</li> <li>➤ <b>European Statistics Code of Practice</b> 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.</li> <li>➤ <b>Presidential Decree 226/2000</b> (Government Gazette No 195, Issue A): <i>"Organization of the General</i></li> </ul>

*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”.*

The Legal Framework is detailed in the following link:

<http://www.statistics.gr/en/legal-framework>

In addition, the legal acts governing the Survey on Prison Establishments is the Joint Ministerial Decision 10498 / B115/63.

**European legislation:** No legislative framework

## 6.2 Data sharing

None

## 7. Confidentiality

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### 7.1 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.

More precisely:

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.

<http://www.statistics.gr/en/statistical-confidentiality?inheritRedirect=true>

### 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:
  - i. 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:

<ul style="list-style-type: none"> <li>a) an appropriate request together with a detailed research proposal in conformity with current scientific standards have been submitted;</li> <li>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;</li> <li>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.</li> </ul> <ul style="list-style-type: none"> <li>➤ 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: <ul style="list-style-type: none"> <li>• 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;</li> <li>• the anonymization criteria for the micro data provided to users;</li> <li>• the granting to researchers access to confidential data for scientific purposes.</li> </ul> </li> <li>➤ 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.</li> <li>➤ 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.</li> <li>➤ 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.</li> </ul>
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<b>8. Release policy</b> <a href="#">Top</a>
<b>8.1 Release calendar</b>
<p>There is no predefined release date for the survey results. The final results of the survey are published 22 months after the end of the reference year.</p>
<b>8.2 Release calendar access</b>
<p>-</p>
<b>8.3 User access</b>
<p>The data are released concomitantly to all users when the tables are posted on the webpage of ELSTAT, <a href="http://www.statistics.gr">http://www.statistics.gr</a>, and at the link "Statistics → Population and Social Conditions → Prison and Refarmatory Establishments → Convicts/Prisoners awaiting trial".</p> <p><a href="http://www.statistics.gr/en/statistics/-/publication/SJU30/2013">http://www.statistics.gr/en/statistics/-/publication/SJU30/2013</a></p> <p><a href="http://www.statistics.gr/en/statistics/-/publication/SJU36/2013">http://www.statistics.gr/en/statistics/-/publication/SJU36/2013</a></p> <p>Equal access of all users to data is governed by the European Statistics Code of Practice by respecting scientific independence and in an objective, professional and transparent manner in which all users are treated equitably.</p>

## 9. Frequency of dissemination

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The final results of the survey are published 22 μήνες after the end of the reference year.

## 10. Accessibility and clarity

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### 10.1 News release

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### 10.2 Publications

A. The **“Statistical Yearbook of Greece”** is available for a fee to subscribers and upon request to the Hellenic Statistical Authority.

Final annual results are published pertaining to the following:

- a. Persons sentenced by age group and gender
- b. Persons sentenced by family status
- c. Persons sentenced by educational attainment
- d. Persons sentenced by type of sentence
- e. Traffic of Persons sentenced and reasons of their release
- f. Persons sentenced by main offenses committed
- g. Persons sentenced by main countries of citizenship and traffic of persons on trial

B. The **“Concise Yearbook of Greece”** is available for a fee to subscribers and upon request to the Hellenic Statistical Authority.

Final annual results are published pertaining to the following:

- a. Persons sentenced by type of sentence
- b. Traffic of persons sentenced and reasons of their release
- c. Persons sentenced by main countries of citizenship
- d. Traffic of persons on trial

All the above publications are available at:

Statistical Information and Publications Division

46, Pireos & Eponiton str, P.O. BOX 80847, Postal Code 18510 Piraeus

Tel. (+30) 213-1352173, FAX: (+30) 213-1352022

e-mail: [library@statistics.gr](mailto:library@statistics.gr), [info@statistics.gr](mailto:info@statistics.gr)

### 10.3 On-line database

The on-line database is available on the website of the Hellenic Statistical Authority:

<http://www.statistics.gr/portal/page/portal/ESYE/PAGE-database>

#### 10.3.1 Data tables - consultations

Total access to the website as regards the above survey for the year 2013 amounts to 2.262 hits.

### 10.4 Micro-data access

Micro data can be made available in accordance with the relevant procedure of ELSTAT, fully ensuring data confidentiality (Chapter 8) [http://www.statistics.gr/en/scientific\\_provision\\_data](http://www.statistics.gr/en/scientific_provision_data)

### 10.5 Other

Users can be provided with tailor-made data by following the procedure described on the website of ELSTAT:

<http://www.statistics.gr/en/provision-of-statistical-data>

<http://www.statistics.gr/en/tailor-made-products>

<http://dlib.statistics.gr/portal/page/portal/ESYE/>

#### **10.5.1 Metadata – consultations**

Data on metadata consultations are included in paragraph 10.3.1.

### **10.6 Documentation on methodology**

In each reporting period, reference is made to the methodology in force.

#### **10.6.1 Metadata completeness – rate**

Metadata is complete (number of metadata provided / number of metadata applied).

### **10.7 Quality documentation**

Not compiled.

## **11. Quality management**

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### **11.1 Quality assurance**

Quality controls are carried out throughout the process, from the data collection phase to the final completion of the tables.

First of all, well-trained and experienced staff is involved in all the stages of the compilation of statistic that is, for data collection (including communication with prison establishments), initial checks, data entry and final checks, which are conducted after the tabulation of data. This way, the personnel have a comprehensive and longitudinal image of the prison establishments under their responsibilities.

Experienced staff involved in successive phases, such as in the collection, including contact with prison establishments, initial control during the encoding of the questionnaires and the final check, which is done after the data is sanctioned, are used. This gives staff the ability to have a comprehensive and timeless look at the Detention Centers.

The data is validated, through reasonable controls, in order to identify and eventually correct possible errors. If there are large discrepancies in the number of detainees over previous years, further investigation is being carried out in cooperation with the competent prison establishment to confirm that this is an error or whether there are actual deviations.

At the same time, it is checked whether questionnaires have been collected from all the prison establishments of the country and whether all the variables of their questionnaires have been filled in correctly. If any such omissions are detected, reminders (via letters or telephone) are made at the Prison Establishments involved.

### **11.2 Quality assessment**

After all the above checks, cross-checks and comparisons taking place in every stage, the correction of any errors and the necessary adjustments, the produced results are considered high quality results.

## **12. Relevance**

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### **12.1 User needs**

The main users of the survey are: the Ministry of Justice, Transparency and Human Rights, the University of Thessaloniki (Law School), The University of Athens (Law School), Panteion University of Social and Political Sciences, Democriteion University (Law School), , the Organisation for Intellectual Property, Eurostat and the UN, university students, researchers etc

## 12.2 User satisfaction

The Statistical Data Dissemination Section conducts a survey on users' satisfaction.  
<http://www.statistics.gr/en/user-satisfaction-survey>

## 12.3 Data completeness

On the basis of users' needs, completeness is considered satisfactory.

# 13. Accuracy and reliability

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## 13.1 Overall accuracy

Since the survey is a census survey, any non-sampling errors (non-response or processing errors) are identified by means of appropriate checking and are duly corrected, in cooperation with the prison establishments, thus producing high accuracy results.

## 13.2 Sampling error

No sampling errors, because the survey is a census survey and data are collected from administrative data sources.

## 13.3 Non-sampling error

### **a. Unit non – response**

Mainly the non-response errors are due to the fact the some of the administrative sources do not return the questionnaires and in these cases there is a contact with the prison establishments either by phone or by a reminder letter.

### **b. Item non - response**

Item non-response errors are due to the fact that some of the variables of the questionnaire are not filled in or are erroneously filled in; in these cases, after the checks carried out by the competent staff the errors are duly corrected in cooperation with the involved prison establishments.

### **13.3.1 Coverage error**

The collected questionnaires are checked for completeness during the data collection phase through the updated Register of the Prison Establishments. This Register si updated on a yearly basis, after direct contact with the responsible Division of the Ministry of Justice.

It is estimated that the coverage of surveyed units amounts approximately to 95%. In order to eliminate coverage error, reminders (by post or by telephone) are used on a regular basis.

#### **13.3.1.1 Over-coverage – rate**

No coverage is observed for units that do not belong to the population of the survey.

#### **13.3.1.2 Common units – proportion**

No common statistical processes are implemented.



### **13.3.2 Measurement error**

During data collection, no measurement errors are observed.

### **13.3.3 Processing error**

No errors are observed in the final results of the data collection-data processing phases.

Quality checks are conducted throughout the production process of the statistical output, from data collection until the compilation of tables. More specifically, during the data processing phase, in cooperation with the Division of Informatics, all the necessary logical-electronical checks are carried out in order to eliminate any errors during the processing of microdata.

### **13.3.4 Model assumption error**

No model is required to be implemented for this survey.

## **14. Timeliness and punctuality**

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### **14.1 Timeliness**

The time lag between the completion of data collection and the release of the results is 22months.

### **14.2 Punctuality**

Any delays are due to the fact that some administrative data sources delay response to questionnaires.

## **15. Comparability**

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### **15.1 Comparability - geographical**

The definitions and units of measure that are used do not rely on agreements between EU Member States and Eurostat, yet they are common with the definitions and units of measure used by the prison establishments all over Greece.

#### **15.1.1 Assymetry for mirror flows statistics – coefficient**

Not applicable.

### **15.2 Comparability over time**

- Data for the years 2002, 2003 and 2004 are based on estimations.
- From 2005 onwards, there is a change in the grouping of the age of prisoners.

### **15.3 Coherence cross-domain**

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#### **15.3.1 Coherence – sub annual and annual statistics**

There is no issue of coherence among the monthly, quarterly and annual data because the survey is conducted on a yearly basis.

#### **15.3.2 Coherence – National Accounts**

Not applicable.

### **15.4 Coherence - internal**

There are not significant differences between the common variables of the survey and the variables of other surveys.

## 16. Cost and burden

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Not estimated.

## 17. Data revision

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### 17.1 Revision policy

When amendments are made in the governing Legislation, the data are revised in compliance with the Revision Policy of ELSTAT (May 2013).

### 17.2 Revision practice

After having identified users' needs, the questionnaire is re-designed, when appropriate, fully ensuring comparability of data longitudinally.

## 18. Statistical processing

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### 18.1 Source data

Primary data derive from the Prison Establishments all over Greece.

### 18.2 Frequency of data collection

Data are collected on a quarterly basis.

### 18.3 Data collection

The statistical questionnaires, duly completed by the staff and have been signed by the Director of the Prison, are transmitted to the Section of Justice and Public Order Statistics of ELSTAT.

### 18.4 Data validation

The data are validated by means of a series of qualitative and quantitative checks which are mainly based on:

1. Cross-checking of primary data with corresponding data of the previous year.
2. Comparisons between the main aggregates of the survey with corresponding aggregates of other statistical surveys.

### 18.5 Data compilation

The data, after having been collected, undergo logical checks, they are codified, imported in the electronic data base, tabulated and finally they are published.

#### 18.5.1 Imputation – rate

Not applicable.

### 18.6 Adjustment

No

#### 18.6.1 Seasonal adjustment

No seasonal adjustment.

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