

Single Integrated Metadata Structure (SIMS)

Country: Greece

Compiling agency: ELSTAT

Domain name: Labour Cost Survey

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1. Contact Top	
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2. Introduction Top	
2.1 Introduction	<p>The Labour Cost Survey provides a comprehensive and detailed picture of the structure and the evolution of the Labour Cost in sections B-S of economic activities of NACE Rev.2 (excluding section O -Public Administration and Defense). The survey is conducted every four years with first reference year the year 2000. The data collected for the Labour Cost Survey refer to the following:</p> <ol style="list-style-type: none"> 1. Number of Employees, 2. Hours worked, 3. Hours paid, 4. Labour cost.

3. Metadata update Top	
3.1 Metadata last certified	January 2023
3.2 Metadata last posted	January 2023
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4. Statistical presentation Top	
4.1 Data description	
<p>The data are collected on the basis of the stratified random sampling method. The sample of the survey includes the enterprises belonging to sections B-S of NACE Rev.2 (excluding section O - Public Administration and Defense) and employing at least 10 employees. The data are stratified on the basis of the division of economic activity, the size class of the enterprise on the basis of employment and the geographical area (NUTS level 1).</p>	
4.2 Classification system	
<p>Economic activity</p> <p>All sections B-S of economic activities of NACE Rev.2 are covered (excluding section O - Public Administration and Defense).</p> <p>More specifically:</p> <ul style="list-style-type: none"> • For the years 2000 and 2004 the data were compiled in accordance with the national classification NACE Rev.1.1. • From 2009 onwards, the survey is conducted in line with the national classification NACE Rev.2. 	

Geographical coverage

Greece, total.

4.3 Sector coverage

The Labour Cost Surveys for the years 2000 and 2004 were conducted in accordance with the national classification NACE Rev.1.1 and covered sections C-K and M-O (for 2004).

The Labour Cost Surveys for 2008, 2012, 2016 and 2020 were conducted in accordance with the national classification NACE Rev.2 and covered sections B-S (excluding section O - Public Administration and Defense).

As regards the size of the surveyed enterprises, there are 5 size classes, on the basis of the number of persons employed. These size classes are as follows:

- 1) 10-49 Employees,
- 2) 50-249 Employees,
- 3) 250-499 Employees,
- 4) 500-999 Employees and
- 5) more than 1,000 Employees

4.4 Statistical concepts and definitions

The concepts and definitions of the basic variables of the Labour Cost Survey are defined in Commission Regulation (EC) 1737/2005 amending Regulation (EC) No 1726/1999, as well as Regulation (EC) 530/1999 of the European Parliament and of the Council.

In the framework of the Labour Cost Survey, the following definitions shall apply:

Regional Unit is a geographical area and it is defined in accordance with the Municipalities under Kallikratis Plan. In most cases, it refers to a geographical area which is defined by the boundaries of the Department ("*Nomos*" - NUTS level 4).

More information about the structure of the Regional Units in Greece are available on the website of ELSTAT at the following link:

<https://www.statistics.gr/en/statistics/-/publication/SKA01/->

Local unit of the enterprise is every local branch of the enterprise which is operating in a different physical place and may belong to a different division of economic activity and be located in another Regional Unit.

An enterprise may belong to more than one division of economic activity. For the Labour Cost Survey, the **division of economic activity of the enterprise** shall be the division which employs the majority of the employees of the enterprise.

The division of economic activity of the local unit shall be the division which employs the majority of the employees of the local unit and may be different from the division of economic activity of the enterprise.

Employees are all the employed persons who have a direct employment contract with the enterprise or the local unit, i.e., they are listed in the enterprises' payroll and receive remuneration in the form of wages or salaries, irrespectively of the kind of their work and the number of working hours (full or part-time employment) and the duration of the contract (fixed or indefinite).

Apprentices are those remunerated employed persons who do not fully participate in the production process and work either under an apprentice contract or in the context of a project for which vocational training is most important than productivity.

Total hours actually worked during the year represent the sum of all hours of actual work, during normal working hours and, hours of overtime work and not, paid or not paid and irrespectively of the level of the remuneration. This variable includes time fore preparatory tasks, time spent at the place of work during which no work is done (owing to, for example, machine breakdown, and accidents), the time spent on filling in forms and documents, and the hours actually worked of apprentices.

Total hours actually worked does not include hours paid but not worked, for example: paid holidays/vacation,

public holidays, absence due to sickness, maternity leave, etc, as well as the hours spent on the training of apprentices.

Total paid hours are the annual number of normal work hours and overtime remunerated hours during the year, the hours remunerated with a lower rate even if the difference is covered by social security contributions, as well as hours not worked during the reference periods but nevertheless paid (annual leave, sick leave, official holidays and other special leave, etc).

Total labour cost is the total expenditure borne by employers in order to employ staff. Labour costs include compensation of employees with wages and salaries in cash or in kind and employers' social contributions and any taxes relating to employment regarded as labour costs, any expenditure borne by the employer for vocational training and other expenditure less any subsidies received by the employer.

Wages and salaries include bonuses, remuneration for output or piecework, shift work allowances, tips and commissions and payments in kind. Wages and salaries are recorded for the period during which the work is performed. However, Christmas/Easter bonuses and other extraordinary payments (13th salary and payment of delayed remunerations, etc.) are recorded in the period during which they should normally be paid.

Employer's social contributions: are the total of the social security contributions paid by the employer, in order to ensure the employees' right to social benefits. The employer's social contributions may be actual or imputed.

Vocational training costs paid by the employer

These include: expenditure on vocational-training services and facilities, also those for apprentices but not their wages and salaries. This expenditure also includes amortization, such as small repairs and maintenance of buildings and installations, expenditure on participation in courses; the fees of instructors from outside the enterprise; expenditure on teaching aids and tools used for training; sums paid by the enterprise to vocational-training organisations, etc. Subsidies linked to vocational training, as well as expenditure on the remuneration of training personnel should be deducted.

Other expenditure paid by the employer and are related to labour cost, such as:

- a) recruitment costs (these are the sums paid to recruitment agencies), expenditure on job advertisements in the press, other expenses paid to candidates called for interview (travel expenses), installation allowances paid to newly recruited staff, etc.
- b) other expenses, such as on uniforms provided by the employer, etc.

Labour cost-linked taxes paid by the employer (excluding payroll taxes). These are all the taxes based on wages and salaries expenditure, paid by the employer.

Subsidies received by the employer: These are all amounts received in the form of subsidies of a general nature intended to refund part or all of the cost of direct remuneration but not intended to cover social-security or vocational-training costs. These do not include refunds paid to the employer by social security institutions or supplementary insurance funds.

4.5 Statistical unit

The primary statistical unit is the local unit of the enterprise with average annual employment amounting to, at least, 10 persons. As a register of local units is not available, the primary unit is considered the enterprise with average annual employment amounting to, at least, 10 persons and belongs to sections B-S of NACE Rev.2. (Excluding section O - Public Administration and Defense).

4.6 Statistical population

The statistical population is the total of the enterprises employing at least 10 employees and belong to sections B-S of NACE Rev.2 (excluding section O- Public Administration and Defense).

4.7 Reference area

Greece, total.

4.8 Time coverage

The Labour Cost Survey is a yearly survey with a four-year periodicity. In the past, the survey was conducted for the following reference years: 2000, 2004, 2008, 2012, 2016 and 2020 for which data have been compiled.

The data have been compiled as follows:

- a) the data of the survey for the years 2000 and 2004 are compiled in accordance with NACE Rev.1.1.
- b) the data from 2008 onwards the data are compiled in accordance with NACE Rev.2.

4.9 Base period

Not applicable.

5. Unit of measure

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Absolute number of employees, hours, and euros.

6. Reference period

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The year 2020.

7. Institutional mandate

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7.1 Legal acts and other agreements

The Hellenic Statistical Authority (ELSTAT) is an independent authority which is responsible for the production and dissemination of the official statistics of Greece.

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 and in force.
- 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"*.

The Labour Cost Survey is fully in line with European legislation. The main legal act is Council Regulation (EC) No 530/1999 concerning the labour cost and remuneration and Regulation (EC) No 1726/1999 implementing the above Regulation as regards the definitions and the transmission of data.

The frame of the survey is subject to amendments pursuant to the following Regulations:

- Regulation (EC) No 1737/2005 amending Regulation (EC) 1726/1999 as regards the definitions and the transmission of data on Labour Cost.
- Regulation (EC) No 698/2006 implementing Council Regulation (EC) 530/1999 on the assessment of the quality of structural business statistics on Earnings and Labour Cost,
- Regulation (EC) No 1893/2006 of the European Parliament and of the Council establishing the statistical classification of economic activities NACE Rev.2,
- Commission Regulation (EC) No 973/2007 amending certain EC Regulations on specific statistical domains implementing the statistical classification of economic activities NACE Rev.2.

7.2 Data sharing

Not applicable.

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.

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.

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.

9. Release policy

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9.1 Release calendar

Within September of each year, ELSTAT publishes a Press Releases Calendar which lists the exact dates for the release of all the statistics planned for next year.

9.2 Release calendar access

The press releases calendar is disseminated to the press and it is available for free to every interested party. The release calendar is also posted on the website of ELSTAT (<http://www.statistics.gr>) at the link: "Announcements Calendar".

9.3 User access

The results of the Labour Cost survey are made available at:
<https://www.statistics.gr/en/statistics/-/publication/SJO49/>

10. Frequency of dissemination

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The survey results are transmitted to Eurostat 18 months after the end of the reference year (t+18), every four years.

11. Dissemination format

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11.1 News release

In 11 November 2022, a press release was published on the portal of ELSTAT at the link:
<https://www.statistics.gr/en/statistics/-/publication/SJO49/>

11.2 Publications

No publications.

11.3 On-line database

There is no database on line concerning the Labour Cost Survey.

11.4 Micro-data access

Data, if not confidential, are made available to users after their submitting a request to the:

Division of Statistical Information and Publications

46, Peiraos and Eponiton Str.,

18510 Piraeus

Tel: +30 213 135 2022

e-mail: data.dissem@statistics.gr

For confidential reasons, users can have access to micro-data, only under a confidentiality contract and with respect to the valid process.

11.5 Other

Tabulated data of the Labour Cost Survey concerning the years 2000 onwards are made available through the digital library of ELSTAT at:

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

12. Accessibility of documentation

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12.1 Documentation on methodology

The methodology concerning the compilation of data of the Labour Cost Survey is defined in Regulation (EC) No 530/1999 of the European Parliament and of the Council.

The survey is a sample survey using the single stratified sampling method. The primary statistical unit is the local unit of the enterprise with average annual employment amounting to at least 10 employees. As a register of local units is not available, the primary unit is considered the enterprise with average annual employment amounting to at least 10 persons and belongs to sections B-S of NACE Rev.2 (excluding section O - Public Administration and Defense).

12.2 Quality documentation

Quality is ensured by ELSTAT by means of logical checks and specialized checks by Eurostat.

13. Quality management

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13.1 Quality assurance

Correctness and completeness checks, as well as quality checks are carried out during the whole process of the survey: from the stage of data collection to the final compilation of the data.

First of all, well-trained and experienced staff is involved for all the stages of the conduct of the survey, namely for data collection- including communication with the enterprise- initial checks, data entry, checks for outliers and final checks concerning the longitudinal characteristics of every enterprise.

Data are validated either before or after data entry by means of logical checks. During data processing the data are checked in order to identify and correct any errors. When an error is identified, the data are further investigated, in cooperation with the enterprises in order to confirm if there is an error or it is just an unusual value. At the same time, data are checked for completeness, accuracy and consistency of the correlating variables.

The Hellenic Statistical Authority (ELSTAT) aims at ensuring and further improve the quality of statistics produced and maintain the confidence of users in them. This is achieved through the Quality Policy and Quality Guidelines of ELSTAT, which are posted on the website of ELSTAT and are available at the following links:

<http://www.statistics.gr/documents/20181/2571f853-1e37-46da-9387-595bbe2a162b>

http://www.statistics.gr/documents/20181/1609796/ELSTAT_Quality_Instructions_EN.pdf/4095e67c-2fe4-450b-8a95-18bc992a83c6

13.2 Quality assessment

The results of the Labour Cost Survey are transmitted to Eurostat, where they are assessed and validated.

14. Relevance

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14.1 User needs

The main users of the Labour Cost Survey are international organizations (Eurostat, OECD, European Central Bank (ECB), International Monetary Fund (IMF)), as well as many national authorities, services and institutions (Ministries, Banks, Universities, Research Institutes, etc.). Furthermore, among the users are the press, researchers and the general public. Moreover, the enterprises that have the obligation to fill in the questionnaire are at the same time users of these data. They request relevant data in order to draw their remuneration policy, estimate the costs of contractual agreements and study competitiveness in the division

of economic activity where they belong.

14.2 User satisfaction

User Satisfaction Survey

ELSTAT conducts a user satisfaction survey every semester. The results of this survey are published in the Library's Newsletter that is issued by the Library and the Section of Statistical Dissemination of ELSTAT, drawing information from the user's questionnaire. This publication presents data on the number of users in relation with other variables, such response rate to users' requests, the kind of requested data, as well as the dissemination mode of statistical information. These characteristics are tabulated and are presented in absolute values and percentages.

Users' Conference

Pursuant to its annual statistical work programme, ELSTAT has been conducting since 2010, on a yearly basis, the Users Conference with the participation of representatives of the public and private sector, academics and research institutes.

The Users Conferences offer ELSTAT the opportunity to gather comments and proposals made by users of statistics pertaining to the dissemination of statistical information, access to statistical data and any shortcomings in the produced statistics.

The Users Conferences help ELSTAT to draw useful conclusions on the areas of statistical production that need to be improved in order to better fulfill the changing needs of users. Such conclusions are integrated in the annual and short-term statistical programmes of ELSTAT.

More information on a) the results of the User Satisfaction Survey and b) on the Users Conferences are available on the portal of ELSTAT, the following link:

<https://www.statistics.gr/en/user-conference>

14.3 Completeness

The Labour Cost Survey covers all the variables as defined in the relevant EU Regulations.

15. Accuracy and reliability

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15.1 Overall accuracy

The errors that have an impact on the accuracy of the data are: (a) sampling errors, (b) non-sampling errors and (c) non-response errors.

- (a) Sampling errors are due to the fact that the survey is not conducted on all the enterprises of the target population but on a sample of these enterprises. The sample size ensures high accuracy estimations for the majority of the groups of sections of economic activities at the level of Greece total.
- (b) Non-sampling errors mostly refer to measurement errors and non-response errors, on account of non-response of the sample enterprises. Any measurement errors during data collection are identified by means of quality checks and are duly corrected.
- (c) As regards non-response errors, all efforts are made for contacting the enterprises that have not responded by phone or by other means of communication, in order to persuade them to cooperate and give the necessary information.

15.2 Sampling error

The Labour Cost Survey is a sample survey and therefore sampling errors are observed in the total of estimations and in the estimations at the level of divisions of economic activities.

The coefficients of variation of the variables "annual labour costs" and "hourly labour costs" for NACE Rev.2: B-S (excluding section O - Public Administration and Defense) and reference year 2020 are presented below:

Total	Coefficient of Variation
Annual Labour Cost	1.43%
Hourly Labour Cost	1.81%

15.3 Non-sampling error

15.3.1 Coverage error

No coverage errors are observed in the Business Register of ELSTAT on the basis of which the survey was designed.

15.3.1.1 A2.Over-coverage – rate

It is possible that some enterprises, included in the Register, although being selected in the sample, not to exist during the period the survey was conducted (closed enterprises, enterprises out of scope, e.g. enterprises employing less than 10 employees).

Furthermore, some enterprises may have not been included in the sample because they started operating in a later stage. This resulted in under coverage and underestimation of the produced statistics (under coverage rate).

15.3.1.2 A3 Common units – proportion

The data of the Labour Cost Survey derive exclusively from a sample survey and not from administrative sources.

15.3.2 Measurement error

The questionnaires are filled in through personal interview in the enterprise. The method which is used ensures high quality data, since the statistical interviewers assist the respondent to filling in the questionnaire and they check the filled in questionnaires before leaving the enterprise.

The statistical interviewers are normally external survey workers and, if necessary, experienced employees of ELSTAT. The interviewers are duly trained during training seminars before the conduct of the survey.

Any measurement errors, which make take place during data collection, are identified by means of quality checks and are duly corrected.

15.3.3 Non response error

Non-response on behalf of the enterprises is tackled by sending reminder letters via e-mail, by contacting the enterprises or by planning a visit to the enterprise, in order to collect the requested data.

The response rate of the Labour Cost Survey for the year 2020 was **32.82%**. In the census strata, where all the population units had been included in the sample, unit response was sometimes quite high, but not 100% for all the combinations of sections and size classes, on account of non-response of some enterprises. Consequently, some census strata became sampling strata, thus increasing sampling error for the survey characteristics.

Data were collected from June 2021 to March 2022 and the response rate of the enterprises was lower than usual due to the special circumstances resulting from the restrictive measures imposed due to the COVID-19 pandemic.

15.3.4 Processing error

Once collected, the data are processed in order to compile the data of the survey.

More specifically, once the data are gathered in the Central Service of ELSTAT, the following statistical actions take place: codification, logical checks, data entry and comparison with other sources of statistical information.

After the completion of all the final checks in order to identify any non-sampling errors, quality checks are carried out on the collected data in order to identify any outliers. Any outliers and errors are identified and are duly corrected.

15.3.5 Model assumption error

Not applicable.

16. Timeliness and punctuality

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16.1 Timeliness

The data of the Labour Cost Survey are transmitted to Eurostat 18 months after the end of the reference year (t+18), in accordance with Regulation (EC) No 530/1999.

16.2 Punctuality

The final results of the LCS 2020 were transmitted to Eurostat in 15 July 2022, thus the time lag between the transmission date and the reference period of the data is t+18,5 months.

17. Comparability

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17.1 Comparability – geographical

The collected variables from the survey are fully in line with the relevant definitions laid down in Regulation (EC) 530/1999 of the European Parliament and of the Council, thus to ensure comparability of statistics among Member States.

17.2 Comparability over time

There are no significant differences in the definitions used in the surveys (conducted in 2002, 2004, 2008, 2012, 2016 and 2020), apart from those provided by the relevant Regulations, such as the change in the statistical classifications of economic activities. The 2000 and 2004 surveys were conducted in accordance with NACE Rev.1.1. The 2008, 2012, 2016 and 2020 surveys were conducted in accordance with NACE Rev.2.

All the above surveys are in line with European principles.

18. Coherence

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18.1 Coherence cross-domain

Comparisons are made:

- 1) with the data of the Labour Force Survey (LFS) in terms of the average hours actually worked
- 2) as regards the variable "Wages and Salaries" per employee, with the same variable, per employee, of the Structural Business Statistics (SBS).

18.1.1 Coherence – sub annual and annual statistics

Comparisons are made between the average annual rates of change of the "Hourly Labour Cost" of the Labour Cost Survey and the average annual rates of change of the quarterly non-adjusted Labour Cost Index (LCI). The rates of change refer to the period between the reference years of two successive Labour Cost Surveys.

18.1.2 Coherence – National Accounts

The Labour Cost Survey covers only the enterprises employing at least 10 employees, while National Accounts cover all the enterprises.

In order to achieve a level of comparability between National Accounts data and the results of the Labour Cost Survey, and in order to check their coherence, the variable "Compensation of employees" per employee must be calculated for each one of these two data sources.

18.2 Coherence – internal

All data are checked for internal coherence by ELSTAT and Eurostat.

19. Cost and burden

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The questionnaire used for the survey is 100% harmonized with Eurostat's questionnaire.
The total time needed for the completion of the questionnaire is approximately 2 hours
The cost of the survey conduct amount approximately to 35,100 euros.

20. Data revision

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20.1 Revision policy

The data are not subject to revisions after their publication, since they are final and are not based on estimates. Revisions may take place only if there are changes in methodology or in the classification of economic activities, after the relevant decision of Eurostat.

The scheduled revisions are announced via the following link in the website of ELSTAT:

<https://www.statistics.gr/en/scheduledrevisions>

20.2 Revision practice

In case that the data of the Labour Cost Survey are revised, users are duly informed through a relevant Press Release.

21. Statistical processing

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21.1 Source data

The Labour Cost Survey is conducted on the basis of a sample drawn from the Business Register of ELSTAT.

More specifically, for every two-digit code of economic activity a number of enterprises is selected for every one of the following size classes:

Size classes	Annual average employment
1	10-19 employees
2	20-49 employees
3	50-99 employees
4	100-249 employees
5	250+ employees

Therefore, all the strata deriving from the combinations of the two-digit code of economic activity with the size classes of the enterprises or services are covered. The enterprises with average annual employment amounting to at least 250 employees are surveyed exhaustively.

The sample size of the survey of the reference year 2020 was amounted to 6,642 enterprises (sampling percentage is 14.05%) The size of the sample was set up so as the coefficient of variation of the variables "Annual Labour Costs" and "Hourly Labour Costs" at 2-digit code of economic activity for Greece total does not exceed 5%. The sampling units (enterprises) were allocated to the strata in accordance with the Neyman allocation (optimal allocation).

21.2 Frequency of data collection

The Labour Cost Survey is conducted on the enterprises every 4 years (4-year periodicity).

21.3 Data collection

The data are collected through a specially designed questionnaire. The questionnaires are delivered to external survey workers (statistical interviewers) which, once trained, visit the enterprises in order to fill in the questionnaire with the assistance of the enterprise's staff or they hand the questionnaire to be filled in by the accountant of the enterprise. Afterwards, they collect the filled in questionnaires and they deliver them back to ELSTAT.

In cases where the enterprise refuses to cooperate with the statistical interviewers, or refuses to respond, delays or in case there are particularities, an employee from the Labour Statistics Section of ELSTAT pays a visit to the enterprise and collects the necessary information himself.

In some cases (due to lack of time) the questionnaire may be delivered and collected by e-mail.

The same procedure is followed in the Regional Statistical Offices (RSO) of ELSTAT. The questionnaires are sent by post to the RSO and then the completed questionnaires are sent by the RSO to ELSTAT by post. In some cases (due to lack of time) the questionnaire may be sent and returned by e-mail.

Non-response is tackled through telephone contact with the enterprise, reminders sent by e-mail or personal visits to the enterprise.

21.4 Data validation

The data are validated applying logical checks. During data processing, the data are checked in order to identify and duly correct any errors. The data are cross-checked with the data of the previous survey of the LCS as regards employment, data are cross-checked with the data of the Labour Force Survey and as regards average annual earnings with the data of National Accounts. In addition, the data are checked by employment stratum and by 2-digit code of economic activity. In case significant differences are observed, all the enterprises belonging to the same stratum are investigated. Once identified, the errors are further investigated in cooperation with the enterprise in order to confirm if there is an error or it is just about an unusual value.

21.5 Data compilation

The cost variables of the Labour Cost Survey are measured in euro.

The data of the Labour Cost Survey are compiled : a) by division of economic activity , b) by size class of the enterprise and c) by geographical area (NUTS1).

21.6 Adjustment

Not applicable.

21.6.1 Seasonal adjustment

Not applicable.

22. Comment

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