

Statistical product - Electro transport (subway, rope-way and trolleybus) (monthly / annual)

Processes	Sub-processes	Sub-process description
<i>Specify needs</i>		
	1.1 Determination of needs	Taking into account the need of the maintenance of energy balance statistics by the Armstat the indicator on the “Consumption of electro energy related to the passengers transportations” has been introduced since 2015 .
	1.2 Consulting & confirmation of needs	<p>The relevant experts of the Armenian branch of the Tetra Tech Inc. company have carried out consultations within the frameworks of USAID (EC-LEDS) Program on “Enhancing Capacity for Low-Carbon Development Strategies” related to the necessity to include the new indicator in the statistical reporting form.</p> <p>Necessary consultations and workshops have been conducted within the framework of tripartite Memorandum of Understanding signed on 02 July 2013 between the European Union's Technical Assistance Program “INOGATE”, the Statistical Committee and the Ministry of Energy Infrastructures and Natural Resources.</p> <p>Work discussions were held with the representatives of following companies providing statistical information: “CJSC Yerevan Subway”, “CJSC Electric Transport of Yerevan” and other interested organizations in order to give clarifications related to the collection of information.</p>
	1.3 Establishment of output objectives	<p>The opinion of statistical information users related to the Five –Year and Annual Statistical Programs is periodically studied to reveal their attitude related to the inclusion of the proposed new indicator, as well as to the available indicator, the needs and expectations.</p> <p>The users’ opinions about statistical information are studied by business discussions as well as through the “User satisfaction survey questionnaire” which is available on Armstat website (see: https://www.armstat.am/am/?nid=131).</p>
	1.4 Identification of concepts	The necessity of the introduction of the indicators is stipulated by the compilation and introduction of energy balance in the Republic of Armenia that has a large and growing demand among the users of statistical information.
	1.5 Checking the data	Data are collected through the statistical reporting form

	availability	in accordance with the Five- Year and Annual Statistical Programs. Other administrative and non-statistical sources are not available.
	1.6 Preparation of business case	Before the adoption of the Statistical Reporting Form by the RA State Council on Statistics and its state registration by the Ministry of Justice as normative legal act, the working discussions related to the included indicators and the instruction of filling it in are carried out with the different interested bodies, scientific organizations, users, as well as the opinion of international experts is taken into account.
<i>Design</i>		
	2.1 Design outputs	The data are collected based on the Law on "Official Statistics" and "Five Year Statistical Program", as well as the Resolution No. 05-N of RA State Council on Statistics "On Approval of the Procedure for the collection of statistical data" dated 20 June 2016 and Resolution "On Approval of Annual Statistical Program", as well as on the Resolution No. 68-N of RA State Council of Statistics dated 12 November 2018 on Approval of the statistical form "On work of subway, ropeway and trolleybus transport" and the instruction of filling it in.
	2.2 Design variable descriptions	The approved statistical reporting form for the collection of statistical information is composed of 2 parts: <ol style="list-style-type: none"> 1. monthly that includes 4 statistical indicators, 2. annual that includes 12 statistical indicators. 3. For the collection of indicators is used the Classification of Types of Economic Activity is used for the collection of indicators (Order of the Minister of Economy of RA N-1579 RA, OB 04.11.2013 30/(474)1, dated 10 December 2019) (NACE Rev.2) (see: https://www.armstat.am/am/?nid=370).
	2.3 Design data collection	Statistical data collection is carried out through the statistical reporting form approved by the State Council on Statistics .The collection of information is carried out by widespread observation method.
	2.4 Design of general population and sampling	The design of the general population is implemented to provide complete information regarding the sphere. For this purpose the receiving of the information from all possible sources on the activity of previously known electric transport sector organizations is organized that is immediately followed by the informing these organizations on being covered by the statistical observation field, then by the collection of the relevant statistical information. There is no need for sampling design.
	2.5 Process and analyze	After the collection of information the statistical

	design	indicators are subject to arithmetic and logical checks, based on them, and in case of necessity the appropriate adjustments are carried out also by contacting to the relevant organizations that provide the information. In case of submission of not reliable, incomplete or corrupted information on indicators, in case of need the process of verification is also implemented according to the requirements of the Article169.2 of RA Code on “Administrative Offences”, as a result the prior period data are subject to be adjusted.
	2.6 Design production systems & workflow	The preparatory work, particularly related to the appropriate notification of respondents, the training of the staff through professional courses etc. is carried out during all processes started from the collection of information until its publication.
<i>Build</i>		
	3.1 Build data collection instrument	The statistical reporting form needed for the collection of information and the instruction for filling it in, are available in paper and electronic form (see link: https://www.armstat.am/am/?nid=547).
	3.2 Build or enhance process components	The guidelines and instructions necessary for information verification are available. Input software package (Microsoft Office Access)has necessary tools for arithmetic and logical checks of input data, systems for checking the sum total, logical chains, organizations’ registration, identification codes and tax compliance and other automated checks ‘ systems.
	3.3 Build or enhance dissemination components	The dissemination of information is possible in paper, as well as in electronic form of publication of information on monthly, quarterly and annual basis in accordance with the Annual Statistical Program.
	3.4 Regulation of processes	The derivation of statistical product is carried out by the following successive stages: <ol style="list-style-type: none"> 1. collection of information, 2. arithmetic and logical checks and adjustments, 3. information input through the pre designed input software (Microsoft Office Access software), 4. comparison of obtained summary information with the corresponding time series, 5. dissemination of information in paper or electronic forms through the yearbooks, information reports, statistical handbooks, as well as through the official response letters to the official requests.
	3.5 Test statistical system	Due to indicators changes in the statistical reporting form the input software is regularly undergoing to relevant

		changes. The testing of software is also carried out in case of need.
	3.6 Test statistical business process	In parallel with the inclusion of the indicator in the statistical reporting form, the field examination of the latter is implemented to reveal the opportunities of the respondents to provide with the indicator, as well as to test their understanding of it.
	3.7 Finalize production system	The composition of methodological clarifications on the completion of indicators available in statistical reporting form and provision to the statistical information providers (respondents) is carried out. The consents of information providers got during the workshops are summarized.
<i>Collection</i>		
	4.1 Design general population and sampling	The information general population is formed in the result of widespread observation of information collection that includes the statistical information collected from all organizations involved in the electric transport activity.
	4.2 Set up collection	In order to organize the collection of statistical information, the formation of order on printing of relevant statistical reporting form and in case of need of the instruction of filling it in , their printing and distribution to the relevant organizations is implemented according to the number of organizations previously known as subject to observation. At the same time the statistical reporting form and the instruction of filling it in accessible on the Armstat official website. The required network resources for the report collection in the electronic form are in place. The responsible staff of structural and territorial units has relevant knowledge and skills for the organization of the statistical information collection process.
	4.3 Run collection	Statistical data collection is carried out by the Armstat territorial units, regional agencies, as well as by the relevant unit of Armstat, by hand , mail and electronic - system means according to the Resolution of RA State Council on Statistics No 05-N on the “Approval of the Procedure of the collection of Statistical Data” dated 20 June 2016.
	4.4 Finalize collection	The collected information after being arithmetically and logically cross checked is input in the electronic environment. The information input is carried out automated, as well as by direct input of information in electronic environment.

<i>Process</i>		
	5.1 Integrate data	The unification of relevant data received from the Armstat RA marz (regional) departments in one common database is implemented, in a result of which the duplications would be excluded.
	5.2 Classify & code	The coding work by main types of organization activity is implemented in accordance with the Classification of Economic Activities (NACE, rev 2), as well as the coding of marz and territorial units is implemented according to the pre-determined order.
	5.3 Review and approval	The cross checking of incomplete and corrupted presented data, as well as the compiling of incorrect encoded data with requirements of pre-approved classifications is implemented. He also realized the necessity of state registration, identification and registration of the relevant tax authority Ratification of codes using the Statistical Business Register maintained by the Ministry of Justice used as a source of information on state registration of legal persons, the information provided by the body. In case of need the validation of relevant codes on registration in the tax bodies, identification, registration of organizations in state register is implemented using the data provided by the business register maintained by the Armstat and by the body of the Ministry of Justice implementing state register of legal entities being used as an administrative data source.
	5.4 Edit & input	The completion of the missing data is implemented using the data on the indicator presented for the previous period in case of the lack of the alternative information on them. The completed information in case of being available for the next periods is subject to adjustment.
	5.5 Derive new variables& units	Additional calculations and estimations for the calculation of other indicators are not available.
	5.6 Calculate weights	As the information provided by the organizations dealing with the activity on the electric transport ensures the statistical completeness of this sphere, therefore there is no need to calculate additional weights.
	5.7 Calculate aggregates	The summary data by separate statistical indicators are derived based on the inputted data through the pre-designed software.
	5.8 Finalize data files	Often, the calculation of primary indicators that are subject to further adjustment is done due to the necessity to obtain operative statistical data.
<i>Analyse</i>		

	6.1 Prepare draft outputs	The creation of groups, indexes, as well as time series of statistical indicators is implemented based on obtained statistical summary data. Particularly the main indicators that are calculated for electric transport by certain types are: passenger transportation (ths. persons), the proceeds received from it (mln. drams), and passengers turnover (million passenger-kilometers). The calculation of derived indicators is used. The received indicators are also used to present the summary information on organizations determined by the employees number, as well as to build the time series of indicators.
	6.2 Validate outputs	The methodological requirements to the received indicators are strictly followed during the whole process of receiving according to the pre-defined classifications, methodological guidelines and the instruction on completing the statistical reporting form.
	6.3 Explanation and interpretation of outputs	The logical analysis of the received summary indicators is carried out taking into account the impact of various phenomena taking place in the economy on the given sphere.
	6.4 Apply disclosure control	The confidentiality of statistical indicators (not containing individual (personal) data) that is subject to publication, as well as requested by the users of statistical information is strictly followed according to the Law on Official Statistics and the Resolution of the SCS No 53 "Approval of the Order on Protection of Statistical Confidentiality" dated 25 June 2001, and only summarized data are provided (see: https://www.armstat.am/file/doc/99454478.pdf).
	6.5 Finalize outputs	The analysis of summary indicators on electro transport by the time series, as well as by comparing the relevant indicators of other types of the electro transport is carried out before the dissemination of summary information.
<i>Dissemination</i>		
	7.1 Update output systems	The work on the derivation and final checking of relevant tables of statistical indicators that are subject to publication is carried out, as well as the time series update is implemented. In case of the need the changes and/ or additions are made in the concepts and methodological explanations of the relevant indicator.
	7.2 Produce dissemination products	The information on the statistical indicators is published in electronic forms in Armenian, Russian, English through the yearbooks, statistical handbooks and monthly informational reports mentioned bellow: <ul style="list-style-type: none"> • Statistical Yearbook of Armenia

		<ul style="list-style-type: none"> • Armenia in Figures (annual) • Transport and Communication of the Republic of Armenia (published every 5 years) • Social- economic Situation of the Republic of Armenia <p>The report on Social- economic Situation of the Republic of Armenia (monthly) is published also in paper form.</p> <p>Electronic version of the Yearbook is accessible on the official website of Armstat by the following link: http://armstat.am/am/?nid=45</p> <p>The publications are available by the following link: http://armstat.am/am/?nid=82</p>
	7.3 Manage release of dissemination products	The dissemination of statistical information is carried out according to the schedule envisaged by the Five-Year and Annual Statistical Programs. In case of the changes and adjustments made in the indicators provided by the providers of statistical information the indicators already published by the Armstat are also being changed and adjusted correspondingly.
	7.4 Promote dissemination products	Various information presented on the Armstat official website (indicators, metadata, notifications, news about the sphere, micro-data, etc.) is not only a statistical tool, but also dissemination tool of information on the Armstat activity, which promotes the effectiveness of the sector's activities.
	7.5 Manage user support	In case of the official request of the users of statistical information related to the information not being published, the calculation of additional indicators is carried out at possible extend and submitted to them following the principle of confidentiality of statistical information.
<i>Evaluation</i>		
	8.1 Gather evaluation input	The collection of information received from the same source and/ or from the administrative register on relevant organizations is carried out in case of need with the purpose to make comparisons.
	8.2 Conduct evaluation	The comparisons of data on the same organizations received by the same source included in the different reporting forms are implemented from the point of view of the quality management of statistical indicators. The relevant information provided by administrative registers, such as the body of state registration of legal

		entities of the RA Ministry of Justice and / or the Ministry of Finance serves as informational basis for the assessment of information quality.
	8.3 Agree action plan	In the case of detection of discrepancies between the information received from different sources on the same indicator being compared, the revealing of the possible reasons is carried out, and the corresponding final adjustment is implemented based on it.