

**Statistical product – Export and import statistics of services** (Services (Import and export services on international routes for transportation, communication, leisure, cultural and sports activities)- quarterly

Processess	Sub-processes	Sub-process description
<i>Specify needs</i>		
	<b>1.1 Specify needs</b>	<p>The information is required to obtain summary information on the international transport services, communications, recreational tourism and services provided for the organization of cultural and sport events for the calculation of the volumes of exported and imported services as well as to use them for the compilation of balance of payments.</p> <p>The indicators of export and import of services, in case of need, are provided to statistical information users: the state and local government bodies of RA, scientific and academic institutions, international organizations and other interested institutions, following the legislative requirements on their confidentiality.</p> <p>The information on export and import of services is used in the field of economy in order to develop strategies, solve the strategic tasks, for analysis of foreign investments in the sectors of economy, business environment, and to reveal the social development trends and other purposes.</p>
	<b>1.2 Consult and confirm needs</b>	<p>The Draft Annual Statistitcal Program is submitted to 147 main statistical information users (government agencies, educational institutions, judicial bodies, banking system, business sphere, NGOs, international organizations and mass media) selected by the sampling method in order to study their opinions.</p> <p>The users' opinions about statistical information are studied by business discussions as well as through the "User satisfaction</p>

		<p>survey questionnaire” which is available on Armstat website (see: <a href="https://www.armstat.am/en/?nid=131">https://www.armstat.am/en/?nid=131</a>).</p>
	<p><b>1.3 Establish output objectives</b></p>	<p>The statistical programs are the basis for the implementation of statistics in the territory of RA. The Five year program is developed for the determination of the directions of the statistical activity and the annual program is developed to determine the measures to ensure the realization of these directions.</p> <p>The program sets the list of indicators included in statistical observations implemented by the Statistical Committee of RA and by other state institutions, Armstat overall coordinates the list (and their collection, processing, summarizing, publishing activities), as well as the calculation works.</p> <p>The directions of activity and actions envisaged by the Annual and Five-Year Statistical Programs should take into account the comparability of country indicators with the international statistical standards, provide with possible stable periodicity of trends from the viewpoint of their revealing during the long term and provide with the proportion of resources foreseen for statistics on annual basis. The program is developed based on the study of the demand of statistical information users, as a result, the suggestions and comments are summarized. Armstat regularly defines its objectives to develop the informational database of the export and import of services, aimed at harmonization with international standards.</p>
	<p><b>1.4 Identify concepts</b></p>	<p><u>RA resident</u>: According to the IMF balance sheet methodology, the RA resident is a physical person, household, any legal entity (enterprise) or any economic entity functioning in the territory of RA that permanently resides (for physical persons the place of residence) and whose center of economic interests (for individuals the center of vital interests) is the Republic of Armenia.</p>

The services provided by RA non residents are viewed as export of services if they are paid by a non resident unit (including branch offices located abroad).

The services which are provided by a non resident and which are paid by offices registered on the RA territory or office staff members from offices abroad are viewed as import of services by a non resident.

Communication services comprise:

1. telecommunication services
2. postal or courier services provided by national postal or other organizations

Import and export of services (transportation, communication, personal, cultural and recreational) comprise information on feature and video film production, dissemination, featuring, advertisement and posts, radio programs, TV programs, performances, music bands, jazz groups, concert organizations, circus and other services.

Transportation services comprise information on a given legal person, the branch offices of his organization located on the RA territory as well as transportation services, sales of products and tickets to the non residents by RA nonresident organizations.

Transportation services are subdivided into the following groups:

- 1) air
- 2 ) railway
- 3) road

### **Geographical Coverage**

Covers all the RA marzes and the city of Yerevan.  
Groupings for Publication.

The data are published in the balance of payments of the Republic of Armenia in the following groups:

		<ul style="list-style-type: none"> <li>• Road transport</li> <li>• Sea transport</li> <li>• Air transport</li> <li>• Other types of transport</li> </ul> <p>Transportation services contain information on the</p> <ol style="list-style-type: none"> <li>1. Incomes from the sales of tickets to the non residents</li> <li>2. Non residents' cargo transportation</li> <li>3. Other transportation services</li> <li>4. Goods purchased at transportation hubs</li> </ol> <p>Other practical services include:</p> <ol style="list-style-type: none"> <li>1. Incomes from the advertisements of the non residents</li> <li>2. Incomes from the rent of vehicles of the non residents</li> </ol> <p>Communications include:</p> <ol style="list-style-type: none"> <li>1. Telecommunication services</li> <li>2. Postal and courier services</li> </ol> <p>Services (Transportation, Communication, Personal, Cultural and Recreational) include:</p> <ol style="list-style-type: none"> <li>1. The use of places for entertainment (circuses, recreational, etc)</li> <li>2. Other recreational services.</li> </ol>
	<p><b>1.5 Check data availability</b></p>	<p>The main sources of data collection are the organizations implementing export and import services.</p> <p>The data collection is implemented by the statistical reporting forms in accordance with the Annual and Five-Year Statistical Programs.</p>
	<p><b>1.6 Prepare business case</b></p>	<p>Before the adoption of the statistical reporting forms by the RA State Council on Statistics and state registration by the RA Ministry of Justice, as a legal act, the discussions on indicators included in them and the instructions for their completion are carried out with different interested institutions and users, as well as the opinion of international experts is taken into where possible.</p>
<p><i>Design</i></p>		

	<b>2.1 Design output</b>	<p>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. 8-N of RA State Council on Statistics dated 7 August 2013 on approval of the statistical reporting form "A report for transportation services rendered on international routes", the Resolution No. 08-N of RA State Council on Statistics dated 9 August 2002 on Approval of the statistical form "Report on communication and other international services", the Resolution No. 139-N of RA State Council on Statistics dated 9 August 2002 on Approval of the statistical form "Report on import and export services for leisure, cultural and sports events organization" and the instruction of filling in them.</p> <p>The dissemination of information (informational bulletins) is carried out in paper and electronic formats.</p>
	<b>2.2 Design variable description</b>	<p>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: <a href="https://www.armstat.am/am/?nid=370">https://www.armstat.am/am/?nid=370</a>).</p>
	<b>2.3 Design data collection</b>	<p>The main form of the collection of statistical information is paper form through the statistical reporting forms approved by the RA State Council on Statistics, according to the Annual Statistical Program. The electronic method of the collection of information is also applied.</p> <p>The collection of information is implemented by widespread observation method.</p>
	<b>2.4 Design frame and</b>	<p>The design of the general population is implemented to</p>

	<b>sample</b>	provide complete information regarding the sphere. For this purpose, the receiving of information is implemented from all possible sources on the fact of activity of previously known organizations implementing export and import services, and immediately, the organizations are notified about being involved in the statistical observation field and then the relevant statistical information is collected.
	<b>2.5 Design processing and analysis</b>	After the collection of information the statistical indicators are subject to arithmetic and logical checks, and in case of necessity the appropriate adjustments are carried out also by contacting 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 Article 169.2 of RA Code on “Administrative Offences”, as a result the prior period data are subject to be adjusted.
	<b>2.6 Design production systems and workflow</b>	The preparatory work is carried out for all processes from the collection of information and until its publication, particularly, related to the appropriate notification of respondents, the training of the staff through professional courses and etc.
<b>3 Build</b>		
	<b>3.1 Build collection instrument</b>	The statistical reporting forms needed for the collection of information and the instruction for filling in them are available in paper and electronic forms.
	<b>3.2 Build or enhance process components</b>	The guidelines and instructions necessary for information verification are available. Input software package has necessary tools for arithmetic and logical checks of input data, systems for checking the sum total, logical chains, organizations’ registration, identification, state register compliance and other

		automated checks systems.
	<b>3.3 Build and enhance dissemination components</b>	The dissemination of information is possible in paper, as well as in electronic form of publication of information on quarterly and annual basis in accordance with the Annual Statistical Program.
	<b>3.4 Configure workflows</b>	The derivation of statistical product is carried out by the following successive stages: <ol style="list-style-type: none"> <li>1. collection of information,</li> <li>2. arithmetic and logical checks and adjustments,</li> <li>3. information input (Microsoft Office Access software),</li> <li>4. comparison of obtained summary information with the corresponding time series,</li> <li>5. application of information for internal purposes</li> <li>6. preparation of publications</li> <li>7. provision of summary statistical information to users</li> </ol>
	<b>3.5 Test statistical system</b>	Due to indicators changes in the statistical reporting forms the input software is regularly undergoing to relevant changes. The testing of software is also carried out in case of need.
	<b>3.6 Test statistical business process</b>	In parallel with the inclusion of the indicators in the statistical reporting form, the field examination of the latter is implemented to reveal the opportunities of the respondents to provide with the indicators, as well as to test their understanding of it.
	<b>3.7 Finalize production system</b>	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 on indicators got during the workshops are summarized.
<b>4.Collection</b>		

	<b>4.1 Create frame and select sample</b>	The information is collected from the organizations by widespread method that ensures high level accuracy. The organizations provide with the information on a quarterly basis.
	<b>4.2 Set up collection</b>	In order to organize the collection of statistical data, the formation of order on printing of relevant statistical reporting form and in case of need of the instruction of filling in it, 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 forms and the instruction of filling in them are accessible on the Armstat official website. The required network resources for the report collection in the electronic form are in place. The relevant staff of structural and territorial units has relevant knowelage and skills to organize the collection of statistical information.
	<b>4.3 Run collection</b>	Statistical data collection is carried out by the Armstat territorial units, marz agencies, as well as relevant units 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.
	<b>4.4 Finalize collection</b>	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.
<b>5.Process</b>		
	<b>5.1 Integrate data</b>	The information from organizations implementing export and



		import services received through the statistical reporting forms is the basis for compilation of the indicators.
	<b>5.2 Classify and code</b>	The coding work by main types of organization activity is implemented in accordance with the Classification of Economic Activities (NACE, rev 2).
	<b>5.3 Review and validate</b>	Checking of integrity and logical chains of indicators obtained in different output tables is implemented.
	<b>5.4 Edit and impute</b>	Data on export and import of services could be completed during the processing.
	<b>5.5. Derive new variables and units</b>	
	<b>5.6 Calculate weights</b>	
	<b>5.7 Calculate aggregates</b>	The summary data by separate statistical indicators are derived based on the input data through the pre-designed software.
	<b>5.8 Finalize data files</b>	Often, the calculation of indicators that are subject to further adjustment is done based on information due to the necessity to obtain operative statistical data.
<i>Analyse</i>		
	<b>6.1. Prepare draft outputs</b>	The creation of indicators groups, time series is implemented based on obtained summary data.
	<b>6.2 Validate outputs</b>	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 relevant international recommendations.
	<b>6.3 interpret and explain of outputs</b>	The logical analysis of the received summary indicators is carried out taking into account the dynamics of the indicators for the previous years.
	<b>6.4 Apply disclosure control</b>	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: <a href="https://www.armstat.am/file/doc/99454478.pdf">https://www.armstat.am/file/doc/99454478.pdf</a> ).
	<b>6.5 Finalize outputs</b>	-
<b>7. Dissemination</b>		
	<b>7.1 Update output</b>	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.
	<b>7.2. Produce dissemination products</b>	<p>All the production steps are implemented for the disseminating products: preparation of explanatory text, tables, charts and other materials, editing of these products and making them compliant with publishing standards.</p> <p>The information on the statistical indicators is published in Armenian, Russian, English through the yearbooks, statistical handbooks and monthly informational reports as well as in the section "Databases" of Armstat official website.</p> <ul style="list-style-type: none"> <li>• Statistical Yearbook of Armenia (annual)</li> <li>• Foreign accounts of the Republic of Armenia (annual)</li> <li>• Social- economic Situation of the Republic of Armenia (monthly)</li> </ul>
	<b>7.3 Manage release of dissemination products</b>	In case of the changes and adjustments made in the indicators provided by the providers of statistical data the indicators already input in the database are also being changed and adjusted correspondingly.
	<b>7.4 Promote dissemination</b>	-

	<b>products</b>	
	<b>7.5 Manage user supports</b>	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>		
	<b>8.1 Gather evaluation input</b>	
	<b>8.2 Conduct evaluation</b>	
	<b>8.3 Agree an action plan</b>	