

Statistical product– Fishery, fish farming (monthly), forestry (quarterly) and availability of agricultural machinery (yearly)

Processes	Sub-processes	Sub-process description
1 Specify needs		
	1.1 Identify needs	Regular updates (additional processing, changes) of the list of indicators are carried out in the statistical reporting form on fishery, fish farming and in the administrative statistical reporting forms on the forestry and agricultural equipment availability based on statistical information users' requirements changes.
	1.2 Consult & confirm needs	Working discussions were held with the representatives of relevant organizations that provide statistical information on fishery, fish farming, as well as providers as well as with the experts from the RA Ministry of Economy that is an administrative source for the Armstat that provides administrative information on forestry and availability of agricultural machinery.
	1.3 Establish output objectives	The statistical information users' opinion related to the inclusion of new proposed indicator, as well as to the available indicator to reveal their attitude the requirements and expectations is periodically studied by phone calls and through the "User satisfaction survey questionnaire" which is available on Armstat website (see: https://www.armstat.am/am/?nid=131).
	1.4 Identify concepts	
	1.5 Check data availability	The collection of information is carried out: <ul style="list-style-type: none"> • On Fishery and fish farming, through the widespread reporting and from administrative source the Ministry of Economy as an administrative register.

		<ul style="list-style-type: none"> On the forestry and availability of agricultural machinery, through the administrative source from the Ministry of Economy as an administrative register.
	1.6 Prepare business case	Before the approval of the statistical report form by the Statistics of the Council and its state registration by the Ministry of Justice, as a legal act, it is carried out discussions with different institutions, research organizations, and users as well as the international experts' opinion is taken into account where possible.
2.Design		
	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", and Reporting Form No 1-fish (monthly) "On fishery and fish farming" approved by the Resolution No 03-N dated January 25, 2019 of RA State Council on Statistics and the instruction for filling in it and administrative reporting forms formed for the collection of information on forestry and availability of agricultural machinery.
	2.2 Design variable descriptions	The approved statistical reporting form and administrative statistical reporting forms for the collection include: monthly – 64, quarterly -16, annually -22 statistical indicators.
	2.3. Design collection	Collection of Statistical information on Fishery, fish farming is carried out by the statistical reporting form approved by the RA State Council on Statistics. The information on forestry and availability of agricultural machinery is collected from the administrative source, from the RA Ministry of Economy as a state register.

	<p>2.4 Design frame and sample</p>	<p>The design of the general population is implemented to provide complete information regarding the sphere. For this purpose, the information is collected from all previously known organizations dealing with fishery and fish farming. The inclusion of economic entities and the mandatory provision of statistical information by them are fixed in the legal documents regulating the statistical sphere.</p> <p>The collection of the information on the agricultural machinery covers the entire territory of Armenia, including all marzes and communities of Armenia.</p> <p>The information on the forestry economy is provided by the RA Ministry of Economy "Hayantar" SNCO (by marzes) on quarterly basis, which is considered as an administrative register for Armstat.</p>
	<p>2.5 Design processing and analysis</p>	<p>After the collection of data the statistical indicators are subject to arithmetical 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 data. In case of submission of not reliable, incomplete or corrupted data 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.</p> <p>As the information on agricultural machinery and forestry is collected from administrative sources, the arithmetic corrections of the data provided is made if their inaccuracy is obvious.</p>
	<p>2.6 Design production systems and workflow</p>	<p>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.</p>
<p>3.Build</p>		
	<p>3.1 Build collection instrument</p>	<p>Statistical reporting forms and instructions to fill them in, needed for the statistical data collection are available in paper</p>

		and electronic forms (see link https://www.armstat.am/am/?nid=547).
	3.2 Build or enhance process components	The methodological guidelines and instructions necessary for information calculation and verification of needed information are available. Input software has necessary tools for arithmetic and logical checks of input data.
	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.
	3.4 Configure workflows	The derivation of statistical product is carried out by the following successive stages: <ol style="list-style-type: none"> 1. collection of data, 2. arithmetical and logical checks and adjustments, 3. Data input through the pre designed input software (Microsoft Office Access software), 4. comparison of obtained summary data with the corresponding time series, 5. dissemination of data in paper and electronic forms.
	3.5 Test production system	Due to indicators changes in the statistical reporting forms and administrative statistical reporting forms 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 production	In parallel with the inclusion of the indicator in the statistical reporting forms and summary reporting forms, 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 and administrative reporting forms, as well as the provision to the statistical data providers (respondents) is carried out, at the same time, maintaining verbal and e-mail contacts with the experts.
4.Collection		
	4.1 Create frame and	The information general population is formed in the result of

	select sample	widespread observation of data collection that includes the statistical data collected from organizations dealing with fishery and fish farming. The information general population is formed in the result of widespread observation of data collection on the forestry and the agricultural machinery availability that includes the statistical data collected from the administrative register.
	4.2. Set up collection	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 them are accessible on the Armstat official website. The required network resources for the report collection in the electronic form are in place. Regarding administrative statistical reporting forms, their printing and access to the respondents, are under the competence of the body implementing the administrative statistics.
	4.3 Run collection	Statistical data collection is carried out by the Armstat 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.
	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.
5.Process		
	5.1 Integrate data	The unification of relevant data received from the Armstat Yerevan and marz (regional) departments in one common database is implemented, in a result of which the duplications

		would be excluded.
	5.2 Classify and code	The coding process by the main type of activity of the organization according to the classification of economic activities (NACE Rev. 2), as well as the encoding of marz and territorial units in accordance with a predetermined order is implemented.
	5.3. Review and validate	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. In the 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 RA Ministry of Justice implementing state register of legal entities being used as an administrative data source.
	5.4 Edit and impute	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 data in case of being available for the next periods is subject to adjustment. The same is for the information collected from administrative sources.
	5.5 Derive new variables and units	Additional calculations and estimations for the calculation of other indicators are available.
	5.6 Calculate weights	Information on fishery and fish farming ensure the statistical integrity thus there is no need to calculate the additional weights. The same is for the information collected from administrative sources.
	5.7 Calculate aggregates	The summary data by separate statistical indicators are derived based on the input 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 based on primary information due to the necessity to obtain operative statistical data.
6. Analysis		

	<p>6.1. Prepare draft outputs</p>	<p>The creation of indicator groups, as well as time series of statistical indicators is implemented based on obtained statistical summary data. In particular:</p> <p>Main calculated indicators in fishery and fish farming sphere are: the hunt made, sold, bred, and so on.</p> <p>For the forestry: forestry, logging, harvesting of wild plants and forest products and forestry and logging services rendered in the field of forestry is calculated based on gross output (quarterly).</p> <p>In the field of agricultural machinery availability information is collected according to the following types of agricultural machinery: tractors, trucks, combine harvesters, tractor-trailers, mowers, forage harvesters, grain trucks, and tractor row sowing machines, tractor plows, cultivators and high-presses. Statistics of agricultural machinery includes statistics on certain types of machinery and working level. The calculation of obtained indicators is used to create the time series.</p>
	<p>6.2 Validate outputs</p>	<p>The methodological requirements to the received indicators are strictly followed during the whole process of indicators receiving according to the pre-defined classifications, methodological guidelines and the instruction on completing the statistical reporting forms.</p>
	<p>6.3 Interpret and explain of outputs</p>	<p>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.</p>
	<p>6.4 Apply disclosure control</p>	<p>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:</p>

		https://www.armstat.am/file/doc/99454478.pdf).
	6.5 Finalize outputs	Before the dissemination of summary information, the summary indicators on fishery, fish farming, forestry and availability of agricultural machinery are analyzed by time series.
7. Dissemination		
	7.1 Update output system	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	<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 and English through the yearbooks, statistical handbooks and monthly informational reports.</p> <ul style="list-style-type: none"> • Statistical Yearbook of Armenia https://www.armstat.am/am/?nid=586 • RA marzes and Yerevan city by figures https://www.armstat.am/am/?nid=80&id=2203 • Armenia in figures (annual) https://www.armstat.am/am/?nid=80&id=2219 <p>“Socio-Economic Situation of the Republic of Armenia” (monthly) https://www.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	Various information presented on the Armstat official website

	dissemination products	(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 data related to the data 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 data.
<i>8.Evaluation</i>		
	8.1 Gather evaluation input	The collection of data from the same source and/ or from the administrative register on relevant organizations is carried out for the purpose of comparison.
	8.2 Conduct evaluation	The basis for the evaluation of information quality are: the information provided by legal entities and individual entrepreneurs implementing fishery and fish farming registered in the state register of the Ministry of Justice of the Republic of Armenia, the relevant information provided by the RA Ministry of Economy as an administrative register. Statistical evaluation of information collected from administrative sources is not implemented in general.
	8.3 Agree an 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. Forming of action plan based on evaluation report. Implementation of monitoring on impact of these actions.