

Statistical Product – Report on Financial Indicators of Organizations (annual)

Processes	Sub-processes	Sub-process description
1 Specify needs		
	1.1 Identify needs	Taking into account the need for maintenance of financial statistics for the calculation of macroeconomic indicators and non-financial organizations by Armstat in accordance with the ‘System of National Accounts 2008’ handbook, the quarter and annual reports “On Financial Indicators of Organizations” are introduced.
	1.2 Consult & confirm needs	In order to provide clarification related to data collection, work discussions were held with providers of statistical information, such as “Grand Candy” CJSC, "Electric Networks of Armenia" CJSC and "Gazprom Armenia" CJSC and with representatives of other interested organizations.
	1.3 Establish 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 Identify concepts	The necessity of the introduction of the indicators in the reporting forms leads to information base, necessary for the calculation of financial accountability indicators of the national accounts system in the Republic of Armenia, as well as for the formation of information requested by users of statistical data.
	1.5 Check data availability	Data collection is carried out through the statistical reporting forms, as well as by the Annual and Five-Year Statistical Program. Other administrative and non-statistical sources are not available for data collection.
	1.6 Prepare business case	Before the approval of the statistical reporting form by the RA State Council on Statistics and its registration by the Ministry of Justice as a normative act, working discussions with different interested bodies and users are held, the opinion of international experts is taken into account.
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", as well as the Resolution No. 77-N of the RA State Council on Statistics "On the Financial Indicators of Organization" dated 30 November 2018 on approval of statistical reporting form and the instruction for filling it in.
	2.2 Design variable descriptions	<p>Statistical reporting form is comprised of 2 sections:</p> <ul style="list-style-type: none"> • Structure of organization means and their generation sources • Financial outcomes of organization <p>The Classification of Types of Economic Activity is used for the collection of indicators (Order of the Minister of</p>

		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) is used for the collection of indicators.
	2.3. Design collection	Statistical data collection is carried out through the statistical reporting forms, approved by the RA State Council on Statistics, according to Annual Statistical Program. Data is collected from large organizations only. The collection of reports is carried out by Armstat territorial units.
	2.4 Design frame and sample	The main information is collected from legal entities, where organizations (about 385) with 250 and more employees and / or income of more than 1.5 billion AMD are fully included in the list of providers of annual statistical report, which ensures high degree of accuracy for large organizations only.
	2.5 Design processing and analysis	After the collection of information the statistical indicators are subject to arithmetic and logical checks, based on them and in case of necessity the appropriate adjustments are also made by contacting the relevant organizations that provide information. In case of submission of not reliable, incomplete or corrupt information on indicators, the process of verification is also carried out according to the requirements of the Article 169.2 of RA Code on “Administrative Offences”, as a result of which the prior period data on indicators is subject to adjustment.
	2.6 Design production systems and workflow	The preparatory work, particularly related to the appropriate notification of respondents (by Armstat territorial units), the training of the staff through professional courses etc. is carried out during the all processes started from the collection of information until its publication.
3. Build		

	3.1 Build collection instrument	The statistical reporting form required for the collection of data and the instruction for filling in it, are available in both 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 Excel) has necessary tools for arithmetic checks of input data.
	3.3 Build or enhance dissemination components	The dissemination of information is possible in both paper and electronic form of publication of information quarterly basis, in accordance with the Annual Statistical Program.
	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. Arithmetic 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 both paper and electronic forms through the yearbooks, data reports, statistical handbooks, as well as through the official response letters to the official requests
	3.5 Test production system	Due to indicators changes in the statistical reporting form the input software is regularly undergoing 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 form, the field examination of the latter is carried out 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	The composition of methodological clarifications on the

	system	completion of indicators and provision to the statistical data providers (respondents) is carried out. The consents with data providers achieved on indicators during work discussions are summarized.
4.Collection		
	4.1 Create frame and select sample	The information general population is formed in the result of widespread observation of information collection that includes the statistical information collected from all non-financial organizations.
	4.2. Set up collection	<p>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 (see the link at: https://www.armstat.am/am/?nid=547). The required network resources for the report collection in the electronic form are in place.</p> <p>The responsible staff of structural and territorial units has relevant knowledge and skills for the organization of the statistical information collection process.</p>
	4.3 Run collection	Statistical data collection is carried out by the Armstat territorial units, regional agencies, as well as by the relevant Armstat unit, 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 data, after being arithmetically and logically cross-checked, is input into electronic environment.

		Automatic and electronic methods are used to input the data.
5.Process		
	5.1 Integrate data	The relevant information received from Armstat marz agencies is unified in a single joint database as a result of which duplications are excluded.
	5.2 Classify and code	The coding work by main types of organization activity is carried out in accordance with the Classification of Economic Activities (NACE, rev 2), the coding of marz and territorial units is carried out according to the pre-determined order.
	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 case of need the validation of relevant codes on registrationn 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 and impute	The completed information in case of being available for the next periods is subject to adjustment.
	5.5 Derive new variables and units	Additional calculations and estimations for the calculation of other indicators are not available.
	5.6 Calculate weights	
	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 carried out due to the necessity to

		obtain operative statistical data.
<i>Analysis</i>		
	6.1. Prepare draft outputs	Creation and groupings of time series of statistical indicators are carried out based on structure of organization means and their generation sources, as well as on information on financial outcomes for the presentation of summary information and creation of indicator time series.
	6.2 Validate outputs	The methodological requirements of the derived indicators are strictly followed during the whole process of derivation according to the pre-defined classifications, methodological guidelines and the instruction on completing the statistical reporting form.
	6.3 Interpret and explain of outputs	The logical analysis of the received summary indicators is made 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	Before the dissemination of aggregated data, analysis of the aggregated indicators is made.
<i>Dissemination</i>		
	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 production steps for dissemination products are carried out; preparation of explanation text, tables, figures and other materials, editing of that products and their conformity to publication standards.</p> <p>The data on monetary intermediation system is published in paper form (hard copy) and electronic formats in Armenian, Russian, English through the yearbooks, statistical handbooks and monthly data reports:</p> <ol style="list-style-type: none"> 1. "Financial Statistics of RA" (annual) 2. For domestic use <p>Electronic versions are available on official web-page of Armstat: 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	-
	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 extent and submitted to them following the principle of confidentiality of statistical information.
<i>Evaluation</i>		
	8.1 Gather evaluation input	If necessary, the summary results of derived information for quarters is compared with annual data.
	8.2 Conduct evaluation	The comparisons of data on the same organizations received

		by the same source included in the different reporting forms are made from the point of view of the quality management of statistical indicators.
	8.3 Agree an action plan	In the case of detection of discrepancies between the data received from different sources on the same indicator being compared, the possible reasons are revealed, and the corresponding final adjustment made based on it.