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# REPORT

## ON WORK OF STATISTICAL OFFICE

### FOR 2012

Podgorica,  
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## ABBREVIATIONS

<b>MONSTAT</b>	=	Statistical Office of Montenegro
<b>EU</b>	=	European Union
<b>MEAEI</b>	=	Ministry of External Affairs and European Integration
<b>MF</b>	=	Ministry of Finance
<b>EC</b>	=	European Commission
<b>EUROSTAT</b>	=	European Statistical Office
<b>LPR</b>	=	Light Peer Review
<b>HICP</b>	=	Harmonized Index of Consumer Prices
<b>IMF</b>	=	International Monetary Fund
<b>GDDS</b>	=	General Data Dissemination System of International Monetary Fund
<b>SDDS</b>	=	Special Data Dissemination System of International Monetary Fund
<b>NSDP</b>	=	National Release Calendar
<b>ARC</b>	=	Advance Release Calendar

## INTRODUCTION

Statistical Office is an independent Montenegrin state administration body that provides to users quantitative and representative data on economical, demographic, and social movements as well on the state of environment in Montenegro using the highest professional standards. Legal framework for production and dissemination of official statistics as well as framework for the organization of Montenegrin official statistical system are regulated by the Law on Official Statistics and Official Statistical System (Official Gazette of Montenegro 18/12 from 30 March 2012).

The Report on Work of Statistical Office for 2011 has been prepared pursuant to Article 72 of the Law on State Administration. The report is structured in such a manner that provides an integral picture of work of Statistical Office in a business year to users of statistical data and institutions that monitor our work.

In 2012, Statistical Office conducted 162 regular surveys of 167 surveys in total, and published: 7 publications; 358 releases; 10 analyses; and 32 statistical methodologies; held 5 press conferences; replied to 453 user requests; participated in 90 international conferences, meetings, workshops, trainings or study visits out of Montenegro aimed at improving the official statistical system of Montenegro. Statistical Office also participated in the work of 13 inter-institutional working groups.

Based on the integrated results, presented below in the Report, we would like to point out seven main accomplishments in 2012:

**1. Law on Official Statistics and Official Statistical System of Montenegro adopted**– this Law defines Statistical Office as the main producer and coordinator of statistical system with higher degree of autonomy in performing its tasks and more important role of director of Statistical Office as the professional independence guide who needs to guarantee that the statistics will be produced and published in accordance with the international methodology, and with no influence of different stakeholders. There are clearly defined responsibilities and competences of statistical producers, thus the difference between official statistical producers and administrative data producers is clearly made. In addition, the Law eliminates possibilities of overlapping the normative in the area of statistical activities managed by Statistical Office and other statistical producers (Central Bank of Montenegro and Ministry of Finance) by monitoring and providing the opinion by the side of Statistical Office on methodological changes that are adopted by other producers.

**2. Significant progress in the harmonization process in Chapter 18: Statistics** – namely, Montenegro Progress Report for 2012 of European Commission for the first time reports the “good progress”, what is the result of improvement in the organization of work of Statistical Office as well as of methodological improvements in the area of macroeconomic and sector statistics. In addition, Statistical Office had a significant role in the work on the harmonization of other negotiation chapters: Chapter 11 – Agricultural and rural development; Chapter 12 – Food sanitary, veterinary and phytosanitary policy; Chapter 17 - Economic and monetary policy; Chapter 19 - Social policy and employment; Chapter 20 – Enterprise and industrial policy; Chapter 22 – Regional policy and coordination of structural instruments, and Chapter 25 – Science and research.

**3. Improvements of statistical process management through internal standards** – during 2012 there were adopted 15 procedures by which organization, communication and statistical process management are defined, which significantly improved efficiency and productivity in the work. A special attention was paid to the internal procedure development for management and control of financial business.

**4. Statistical survey planning process improved** - Annual plan of official statistics which is adopted at the end of current year for the next business year, has been innovated in structural and contents terms aimed at monitoring and quantifying the harmonization of official statistics of Montenegro with the EU legislation in the area of official statistics. It is based on the document EC-EUROSTAT “Statistical Requirements Compendium“.

**5. Significant progress reported in adhering to the European Statistics Code of Practice<sup>1</sup>** – in period from 5-9 March 2012, under the project “Adapted Global Assessments of Statistical Systems of Candidate and Potential Candidate Countries as well as ENP East Countries” there was performed by EUROSTAT and group of independent experts the assessment of compliance of statistical system of Montenegro with the main principles of European Statistics Code of Practice, especially with principles of independence and statistical confidentiality. The assessment team pointed out the progress which was achieved by Statistical Office in institutional aspect as well as in terms of accessibility of statistical data, that Statistical Office possesses a good system for ensuring the statistical confidentiality as well as that there exists a comprehensive legislation so that the framework or functioning the security system is provided.

**6. Projections of population of Montenegro drafted until 2060** – on the basis of data from the 2011 Census of Population, Households, and Dwellings there was drafted a demographic model under title “*Drafting the demographic model for the population projections until 2060, with structural analysis of population of Montenegro*”. Drafting the model represents the projection of population until 2060 with the analysis of key demographic structure on the basis of data from the 2011 Census of Population, Households, and Dwellings, with the implications on social and economic development of Montenegro.

**7. Training of staff in EUROSTAT** - 6 staff members of Statistical Office were on the internship in EUROSTAT and National Statistical Institute of Hungary for areas: external trade statistics, dissemination, energy, agriculture and registers in duration of 3.5 months. Additionally, during 2012, 106 staff members of Statistical Office, other official statistical producers of Montenegro and relevant institutions of Montenegro participated in 90 international working groups, trainings or study visits out of Montenegro aimed at improving the official statistical system of Montenegro.

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<sup>1</sup> The European Statistics Code of Practice is based on 15 Principles. Administration body and statistical bodies in the European Community commit themselves to adhere to the Code, covering the institutional environment, the statistical production processes and the output of statistics. A set of indicators of good practice for each of the Principles provides a reference for reviewing the implementation of the Code.

## 1. LEGISLATION AND OTHER REGULATIONS

Legislative frame for organization and manner of work in Statistical Office comprises the following regulations:

1. Law on Official Statistics and Official Statistical System<sup>2</sup>;
2. Programme of Statistical Surveys 2009 – 2013<sup>3</sup>;
3. Annual Plan of Statistical Surveys for 2012;
4. Development Strategy of Statistics 2009 – 2012<sup>4</sup>;
5. Calendar of Publishing Statistical Data for 2012<sup>5</sup>;
6. Rulebook on Organization and Job Descriptions of Statistical Office<sup>6</sup>;
7. Internal rulebooks and guidelines on internal organizations.

### 1.1 Adopted legislation and other acts during 2012

**1. Law on Official Statistics and Official Statistical System** was passed by the Parliament of Montenegro in March 2012 (published in the Official Gazette of Montenegro 18/12 of 30 March 2012). New Law will harmonize the production process of official statistics of Montenegro with the principles of European Statistics Code of Practice; there are defined competences and responsibilities of producers of statistics as well as affairs of competent body; independence strengthened, and strengthened role of director of Statistical Office that has in preserving professional independence from political and other influences; defined role of Statistical Office as coordinator of statistical office of Montenegro; provided an increased access of Statistical Office to all administrative data that can be used in statistical purposes; strengthened principle of statistical confidentiality and protection of individual data.

**2. Annual Plan of Official Statistics 2013** was adopted at the session of Government of Montenegro on 10 January 2013, and it is in the process of publishing in Official Gazette of Montenegro. The Plan comprises 231 surveys from six domains: (1) Demographic and social statistics; (2) Macroeconomic statistics; (3) Business statistics; (4) Statistics on agriculture, forestry and fishery; (5) Multi-domain statistics; and (6) Area which refers to the support to statistical results. In 2013, of the total number of planned surveys:

- 84% or 194 activities will be performed by Statistical Office of Montenegro – MONSTAT; and
- 16% or 37 activities will be performed by other official statistical producers.

**3. Rulebook on Storage of Statistical Data** (Official Gazette of Montenegro 47/12) which regulates manner, time, technical conditions and organization of statistical data storage for the purpose of preventing their destroying, stealing and unofficial use.

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<sup>2</sup> Official Gazette of Montenegro 18/12 (from 30 March 2012)

<sup>3</sup> Official Gazette of Montenegro 17/09

<sup>4</sup> Published on the official website of Monstat [www.monstat.org](http://www.monstat.org)

<sup>5</sup> Published on official website of Monstat [www.monstat.org](http://www.monstat.org)

<sup>6</sup> Adopted by Government of Montenegro No 01-621/2 from 2 April 2008

**4. Rulebook on Contents and Manner of Keeping Records on Individual Statistical Data Users** (Official Gazette of Montenegro 53/12) which regulates the contents and manner of keeping records on individual statistical data users.

**5 Rulebook on Contents, Manner of Maintaining and Use of Data From Statistical Registers** (it is in the phase of publication) which regulates the issue of contents and manner of keeping statistical registers. This rulebook points out the obligation of statistical producers to keep and maintain the statistical registers for the purpose of more quality conducting the statistical surveys and reducing the overburden of reporting units.

**6. Calendar of Publishing Statistical Data for 2013, published on Internet page** of Statistical Office at the end of 2012. It contains the overview of surveys and dates of their publication.

## **1.2 Internal rules of procedures and instructions**

After the Law on Official Statistics and Official Statistical System was adopted, Statistical Office adopted a number of internal acts, which regulate internal organization, communication, and management of statistical processes, so that the procedure of work is standardized and competences and responsibilities for every aspect of statistical process are clearly defined:

During 2012, the following procedures were adopted:

1. *Rules of Procedure on Mutual Communication and General Affairs Between Director and Directly Responsible Persons* (No 01-369 from 7 February 2012);
2. *Rules of Procedure on Top Management Meeting of Statistical Office* (No 01-546 from 20 February 2012);
3. *Rules of procedure o Maintenance, Updating, and Use of Statistical Business Register* (No 01-548 from 20 February 2012);
4. *Instructions for Responding in Case of Misinterpretation and Misuse of Official Statistics* (No 01-547 from 20 February 2012);
5. *Instructions on Submitting Request to Financial Service* (No 01-2161 from 6 July 2012);
6. *Instructions on Submitting Request to Human Resource Service* (No 01-2163 from 6 July 2012);
7. *Instructions on Submitting Request to Legal Service* (No 01-2162 from 6 July 2012)
8. *Instructions for Use of Premises of Statistical Office Out of Working Time* (No 01-2165 from 6 July 2012);
9. *Instructions for Receiving and Dispatch of Petitions, Acts and Other Consignments* (No 01-2164 from 6 July 2012);
10. *Instructions on Regulating Access to Databases of Statistical Office* (No 01-1419 from 30 April 2012);



11. *Instructions for Preparation and Publication of Calendar for Publishing Statistical Data* (No 01-1418 from 30 April 2012)
12. *Instructions on Regulating Access to Databases of Statistical Office* (No 01-1419 from 30 April 2012)
13. *Instructions on Preparation of Report for Needs of European Integration* (No 01-3550 from 27 November 2012);
14. *Instructions on Participation of Statistical Office in Work of Working Groups in Other Negotiation Chapters* (No 01-3551 of 27 November 2012);
15. *Internal rulebook and other documents explaining the financial work of entity – Financial Management and Control* (FMC)

## 2. IMPLEMENTATION OF ANNUAL PLAN OF SURVEYS

There are 167 statistical surveys under the competence of Statistical Office which are planned to be carried out in 2012, of which: there are 97% of statistical surveys carried out and published pursuant to Annual Plan of Surveys for 2012; while 3% of them were not carried out.

### 2.1 Statistical surveys carried out

Of the total number of carried out statistical surveys, in 2012 there are carried out 38 new statistical surveys compared with 2011 as it follows:

- 1. Quarterly gross domestic product calculation by production approach** – purpose of quarterly calculation of GDP is to monitor the short-term dynamics of economic activities, i.e. presentation of general picture of current economic movement in quarterly dynamics. In this manner, a more regular picture is provided on the situation in economy, detailed information, both financial and non-financial economic activities.
- 2. Research and development** – there was carried a statistical survey on scientific-research activity as the regular statistical survey. The survey was prepared in compliance with the EU Regulation on Statistics of Science (Decree of Commission (EC) No 753/2004).
- 3. Number of traffic accidents in road transport** – provides the data on number of traffic accidents in roads of Montenegro, by type of settlement, and type of accidents. The data are available at the level of municipalities.
- 4. Number of registered road motor vehicles and trailers** – provides the data on number of registered road motor vehicles and trailers by types, age of motor vehicles, and type of power energy. The data are available at the level of municipalities.
- 5. Construction permits** – provides the data on number of construction permits, number of construction permits, number of dwellings and their square metres built on the basis of construction permits. Additionally, the data on construction permits by type of building are also provided. Data are available at the level of Montenegro.
- 6. Foreign vessels on cruise** – provides the data on number of cruise realised in the internal sea waters of Montenegro as well as number of passengers on foreign vessels that visited Montenegro during these cruises. This statistics provides also the data on number of foreign vessels by flag of foreign vessels.
- 7. Nautical tourism** – provides the data on the traffic of foreign yachts and other vessels intended for leisure, sport and recreation. The survey also collects the data on foreign visitors who entered our country in these vessels.
- 8. Retail trade of motor vehicles and motorcycles** – provides the data on the turnover of enterprises with the main activity in the area of retail trade of motor vehicles. The data are published at the level of Montenegro.
- 9. Comparative level of prices in 37 European countries** – provides the data on the index of price level of consumer goods and services among the European countries.

- 10. Transport of passengers in the air transport** – provides the monthly data on passengers in regular and irregular transport as well as data on passenger kilometres done by enterprises registered in the area of air transport.
- 11. Annual report on transport, storage, and communications** – provides the data on the transport of passengers and goods in the railway transport, road transport, transport of passengers and goods in airports, on air transport, traffic of goods in harbours as well as data on postal and telecommunication services.
- 12. Annual report on road transport** – provides the data on the transport of passengers and goods, passenger and tonne kilometres, transport of passengers and goods at distances, inventory state of vehicles at the end of the year vehicles as well as data on the number of employees at the end of year in the road transport.
- 13. Annual report on maritime transport** – provides the data o transport of passengers and goods in the maritime transport, passengers and tonne-miles, inventory state of vehicles at the end of the year as well as data on the number of employees.
- 14. Annual report on reload in docks** – provides the data on loading and unloading of goods and container in docks as well as data on the inventory state of loading vehicles.
- 15. Annual report on roads and bridges** – provides the data on road network in Montenegro.
- 16. Annual report o merchant navy** – provides the data on registered navy in maritime transport in Montenegro.
- 17. Annual release on railroad transport** - provides the data on the length of railroad, transport of passengers and passenger kilometres as well as on the number of employees at the end of year.
- 18. Turnover of passengers and goods at the airports** – provides the annual data on carried passengers and goods in the airports, airport areas, resources, number of employees and consumption of electricity, fuels and lubricants.
- 19. Transport of passengers in air transport** – provides annual data on the inventory state of airplanes at the end of year, lines and networks, work of airplanes, carriage of passengers and passenger kilometres as well as on the number of employees at the end of year.
- 20. Postal services and telecommunication** – provides the data on postal activities and telecommunication, infrastructure, services, income and foreign exchange operation, number of employees by structure of business at the end of year.
- 21. Annual survey on industrial waste** – provides the data on produced and collected waste as well as on waste treatment (own waste treatment, waste sent to the treatment out of working place) in the sectors of industry.
- 22. Annual survey on consumption of wood fuels in households**
- 23. Annual survey on consumption of wood fuels in schools and pre-school institutions**

- 24. Annual survey on consumption of wood fuels in baker's shops**
- 25. Annual survey on consumption of wood fuels in barbecue stalls**
- 26. Annual survey on consumption of wood fuels in restaurants**
- 27. Annual survey on consumption of wood fuels in auto repair shops**
- 28. Annual survey on production and purchase of firewood, long-meter round wood and wood residues**
- 29. Annual survey on production and purchase of wood chips**
- 30. Annual survey on production and purchase of wood briquettes**
- 31. Annual survey on production and purchase of wood pellets**
- 32. Annual survey on production and purchase of charcoal**
- 33. Annual survey on trade of wood fuels**
- 34. Annual survey on consumption of wood biomass in primary wood processing**

Annual survey on consumption of wood fuels (Šum-bio, provided from number 22 until number 34) provides the data on production, consumption, external trade and balance of wood fuel in Montenegro. The survey covers household, buildings of public and commercial importance as well as business entities in the sector of industry and producers of wood fuels.

- 35. Pilot survey on crop production in autumn yield** – provides the data on sown, harvested areas and yields by crops, total number of trees, number of productive trees, fruit yields, total number, productive vine plants and grape yields, use and purchase of agricultural products and sawn areas in the autumn sowing. The aim of this survey is to observe the reality of yields in regular surveys, testing of questionnaire and methodology for the purpose of finding the best method for the data collection that will provide the most quality data for the crop production.
- 36. Pilot survey on quantity of waste transported on landfill – dump** – provides the data on quantities of waste transported to landfill – dump: by types of waste, source of collected waste, and types of waste processing, enter and exit of waste in the recycling plant.
- 37. Pilot survey on waste from agriculture** – provides the data on generated and taken waste as well as on waste treatment (internal waste treatment, waste sent to the treatment out of working place) in sector of agriculture, forestry and fishery.
- 38. Pilot survey on milk and dairy products** – provides the data on entering the raw milk and obtained dairy products in dairy farms.

## **2.2 Statistical surveys not carried out**

Of 167 planned statistical surveys in total, there are 5 statistical surveys, i.e. 3% not carried out pursuant to Annual Plan of Statistical Surveys for 2012.

**Table 2.** Not conducted statistical surveys in 2012

NOT CONDUCTED STATISTICAL SURVEYS IN 2012	
1.	List of products in the European Union – PRODCOM
2.	Quarterly Survey on Turnover in Area of Other Services
3.	Environment Accounts – pilot project
4.	Construction Waste and Waste from Demolition – pilot project
5.	Survey on Business Activity of Medium-Sized and Large Enterprises

1. **PRODCOM** – was not implemented because the PRODCOM list of products was published at the end of April 2012, and data collection for the annual survey on industry was already ongoing. Thus, also in 2012 it was conducted according to the currently valid Nomenclature of Industrial Products. Additionally, late creation of programme/application that process the data and performs the data control is one of the reasons which brought to non-conducting of this survey.
2. **Quarterly survey on turnover in area of other services** – not conducted because of late transition from NACE Rev.1 to NACE Rev. 2 classification. Additionally, a weak response of reporting units in 2012 also caused late publication of this survey.
3. **Environment Accounts – pilot project**, and **Construction Waste and Waste from Demolition – pilot project** were not conducted because their conducting was planned under the IPA 2010 national project whose implementation was not done.
4. **Survey on Business Activity of Medium-Term and Large Enterprises** was not conducted in the manner planned. The data on this business population were collected using the administrative sources: Tax Administration, Central Register of Business Entities, Montenegro Business Alliance as well as direct contact with the reporting units. This activity was done in September and October 2012. This survey will be conducted every second year using the method of sending questionnaire (planned for 2013), total coverage because of necessity of updating the data on units in the composition for which there is no enough quality administrative source.

## 2.3 Harmonization of methodology done in 2012

### A. National accounts

In the first half of 2012, the annual compilation of GDP (gross domestic product) in constant price was improved by experimental use of simplified framework of supply and use for sectors: agriculture, mining and quarrying, manufacturing, and production and supply with electricity. This experimental work aimed at the observation of conditions for use of double deflation method, and with the purpose of harmonization with the Decision EC 98/715.

In the second quarter, the transition of calculated GDP for 2010 was done to the activity classification NACE Rev.2, both in current and constant prices.

The final results of annual GDP for 2011 by production and expenditure approach are published in the third quarter of 2012. The compilation was done in current and constant prices and it is in compliance with the new activity classification NACE Rev 2. Available results of the compilation were sent to Eurostat, via e-Damis under the ESA Data transmission.

Additionally, the final results of quarterly GDP for 2011 and preliminary results of GDP for three quarters of 2012 are published. Preliminary results of quarterly GDP can be revised until the moment of publication of annual GDP results. The calculations are done by production approach in current and constant prices with the use of indirect method and in accordance with the new classification NACE Rev.2.

After publishing the results of calculated GDP for 2011 by classification NACE Rev 2, the publication "Calculation of gross domestic product by institutional sectors for period 2010 – 2011 according to European System of Accounts (ESA95) manual was updated. The publication presents the production accounts for Montenegro, distribution of institutional units by type to: profit, non-profit, government and households as well as forming of institutional sectors by criteria and logarithm for distribution which is defined by ESA95 methodology.

In the last quarter there was started the work on the implementation of SNA 2008 methodology. The main changes in the new methodology were elaborated compared with the old one and there were defined priority changes which will be implemented during 2013.

## **B. Structural business statistics**

Under the structural business statistics there were collected and processed the data on business entity activity for 2011 in compliance with the methodology. All conducted activities were in compliance with Annual Plan of Statistical Surveys. The publication: "*Analysis of Business Activity for 2011 in Montenegro*". The publication refers to the results of business activity in 2011 and it contains: (I) analysis of business revenues, material costs, amortization, and salaries; (II) analysis of liquidity, liabilities, inventories and investments; (III) number of employees and personnel costs, turnover per employee; and (IV) indicators of business activities.

## **C. Foreign Affiliates Statistics - FATS statistics**

Under the FATS statistics (Foreign Affiliates Statistics) there was prepared: Methodology **Ifats** (Inward) surveys; Methodology **Ofats** (Outward) surveys and Address list for Ofats survey. There are collected and checked the FATS statistics data in accordance with the methodology which is line with the Regulation (EC) No 716/2007 of European Parliament and Council (EC) on 20 June 2007 on structure and foreign affiliates activities.

#### **D. Internal trade**

The area 45 (Wholesale and retail trade of motor vehicles and motorcycles) started to be monitored under a special survey (monthly and annual) with the transition to the activity classification NACE Rev.2. Until 2012, this area was monitored through two annual surveys (Trg16v – wholesale trade and Trg 16 - retail trade). Montenegrin statistics of internal trade became compliant with the European statistics with the introduction of new system of publication.

#### **E. Prices**

During 2012, within CPI and HICP, there was implemented the Regulation No 330/2009 that defined minimal standards for the treatment of seasonal products. There was formed the matrix of seasonal products for fruit and vegetables, estimating prices for the offer of products which are out of season. In the first month of period out of season, the estimated price is equal to the average price collected in the previous seasonal period. From the second month, the estimated price is equal to the estimated price for the previous month harmonized for the average change in collected prices of all seasonal products which are in the same group of COICOP within the seasonal period. In this manner, the influence of fruit and vegetables with seasonal character is properly calculated in the total index.

#### **F. Transport**

The improvement has been achieved with the publication of 14 new releases and thus the users are provided with the better coverage and better access to the data in the area of transport.

- New surveys from the area of road transport are harmonized with the Regulation (EC) No 1172/98. Surveys from the area of air transport on number of carried passengers and goods by pairs of airports are harmonized with the Regulation (EC) No 437/2003. The survey from the area of passenger mobility is prepared compliant with the Eurostat recommendations according to which it should be conducted in 2013.

#### **G. Agriculture and environment**

##### **➤ Annual survey on industrial waste**

The survey on types and quantities of waste produced, internally treated and disposed by business entities from the sector of industry is for the first time conducted in accordance with the Annex I (Aggregated waste category list) and III (Equivalence Table – comparative overview of two waste classification: European list of waste – Low and European Waste Classification for Statistics EWC-Stat/Version 4 pursuant to the Regulation (EC) 849/2010. Methodology produced, questionnaire designed, software application developed and results for 2011 (release) published.

➤ **Annual survey on consumption of wood fuels in households**

Questionnaire designed and methodology prepared.

The data on consumption of wood fuel in households collected referring to quantity by individual types of wood fuels, prices, supply sources, dwelling heating systems, years of installations, main purposes of wood fuel use (heating, food preparation, etc.). The data collected are compliant with the UNECE/FAO/EUROSTAT requests.

➤ **Annual survey on consumption of wood fuels in schools and pre-school institutions**

Questionnaire designed and methodology prepared.

The data are collected on the consumption of wood fuels in buildings of public importance (schools, kindergartens) in the sense of quantity by individual wood fuels, unit prices and total costs for the use of wood fuel for one heating season. This questionnaire collected also the data on types and installation years for the use of wood fuels in buildings of public importance. The data collected are compliant with the UNECE/FAO/EUROSTAT requests.

➤ **Annual survey on consumption of wood fuels in baker's shops**

Questionnaire designed and methodology prepared.

The data are collected on the consumption of wood fuels in buildings of commercial importance – baker's shops as it follows: annual consumption of individual types of wood fuels, average purchase prices and total costs of these fuels at the annual level, wood fuel supply sources, and characteristics of heating systems (type and installation years) available in these buildings. The data collected are compliant with the UNECE/FAO/EUROSTAT requests.

➤ **Annual survey on consumption of wood fuels in barbecue stalls**

Questionnaire designed and methodology prepared.

The data are collected on the consumption of wood fuels in buildings of commercial importance – barbecue stalls, as it follows: annual consumption of individual types of wood fuels, average purchase prices, and total costs for the use of these fuels at the annual level, wood fuel supply sources and characteristics of heating system (type and installation years) available in these buildings. The data collected are compliant with the UNECE/FAO/EUROSTAT requests.

➤ **Annual survey on consumption of wood fuels in restaurants**

Questionnaire designed and methodology prepared.

The data are collected on the consumption of wood fuels in buildings of commercial importance - restaurants as it follows: annual consumption of individual types of wood fuels, average purchase prices and total costs for the use of wood fuel at the annual level, wood fuel supply source and characteristics of system (type and installation years) available in these buildings. The data collected are compliant with the UNECE/FAO/EUROSTAT requests.



➤ **Annual survey on consumption of wood fuels in auto repair shops**

Questionnaire designed and methodology prepared.

The data are collected on the consumption of wood fuels in buildings of commercial importance – auto repair shops, as it follows: annual consumption of individual types of wood fuel, average purchase prices and total costs of these fuels at the annual level, wood fuel supply sources and characteristics of system (type and installation years) available in these buildings. The data collected are compliant with the UNECE/FAO/EUROSTAT request.

➤ **Annual survey on production and purchase of firewood, long-meter roundwood and wood residues**

Questionnaire designed and methodology prepared.

The data are collected on the annual consumption of wood biomass for energy needs of business entities (industry) referring to: type, quantity and energy values as well as types, quantity, annual number of working hours, efficiency and installation years of system (appliances) for energy production. The data collected are compliant with the UNECE/FAO/EUROSTAT requests.

- **Annual survey on production and purchase of wood chips;**
- **Annual survey on production and purchase of wood briquettes;**
- **Annual survey on production and purchase of wood pellets;**
- **Annual survey on production and purchase of charcoal;**
- **Annual survey on trade of wood fuels.**

Questionnaire designed and methodology prepared.

The data are collected on the consumption of wood biomass in business entities and entrepreneurs engaged in wood fuel production as well as data on types of wood fuel produced, annual quantities, calorific value, own consumption, sale, losses, inventories at the beginning and at the end of year as well as data on the sale of wood fuel by individual categories of consumers. The data collected are in compliance with the UNECE/FAO/EUROSTAT requests.

• **Annual survey on consumption of wood biomass in primary wood processing**

Questionnaire designed and methodology prepared.

The data collected refer to the supply and purchase of wood fuel by trade business entities and entrepreneurs in the sense of: supply, import, export, own consumption, losses, inventories and structure of sale by individual categories of consumers. The collected data are compliant with the UNECE/FAO/EUROSTAT requests.

- **Pilot survey on crop production in autumn sowing**

Questionnaire designed and methodology prepared.

The data are collected on sown and harvested areas, production by crops, number of fruit and vine plants, use and purchase of agricultural products from own production and sown areas within autumn harvest. The method for data collection was changed within the pilot survey, instead of estimation method, the sample method was used. Methodology and questionnaire are compliant with the Regulation No 543/2009.

- **Pilot survey on quantities of waste transported to the waste disposal site – dump**

The pilot survey collects the data on quantities and types of waste disposed on dumps, waste sources disposed on dumps and types of treatment of waste transported to dumps. The questionnaire is designed and methodological instructions are prepared compliant with the Regulation (EC) 849/2010.

- **Pilot survey on waste from agriculture**

Pilot survey collects the data on types and quantities of waste generated, internally processed and disposed by business entities from Sector of Agriculture, Forestry, and Fishery. The questionnaire is designed and methodological instructions prepared compliant with the Regulation (EC) 849/2010.

- **Pilot survey on milk and dairy products**

The questionnaire is designed and methodological instructions prepared compliant with Directive of Commission (EC) No 96/16. The data are collected on entering raw milk and received dairy products in dairy farms in 2011.

Indices of output and input in area of agro-monetary statistics.

The weight scheme for the base 2010 was experimentally put in excel and indices of output and input by products and product groups are received. In this manner, the requested system for the calculation of price indices of output and input was tested according to the Guide on Prices in Agriculture.

## **H. Business register**

In 2012, there was drafted methodology for: Statistical Business Register; register of classifying units; and register of spatial units. In regards with the statistical business register, there is a complete methodological compliance with the Eurostat recommendations that was amended during 2012 with the part referring to the group of enterprises and which was not harmonized with the introduction of this unit in the statistical business register. More accurately, this refers to individual variables that were not harmonized earlier. Additionally, the database firstly produced was updated with the new data and corrected to some degree.

## **I. Information and communication technologies - ICT**

Due to needs of annual survey on the ICT use in households and enterprises, the questionnaire was changed because new characteristics were introduced in individual modules.

## J. Statistics of earnings

The questionnaire for Monthly report on employees and earnings of employees (RAD1) was redesigned. A new characteristics was introduced – employees according to the data from the human resource records - paid hours of work.

## K. Labour Force Survey

In 2012, an additional ad hoc module on employees and health problems was carried out.

## L. Statistics of justice

Under the part that refers to victims of crimes the questionnaire for juvenile and adult persons against whom legal proceedings and preliminary hearings were concluded. Number of victims of crimes, both juvenile and adult persons is divided by gender.

## 2.4 Data dissemination and public relations

In 2012 there were printed and published 7 publications enriched in terms of contents and charts in comparison with the previous editions.

There were published 358 releases (monthly, quarterly, and annual). Published releases are improved in terms of design, text, chart, and contents. The data availability on the official website is improved, since all contents are translated into English language.

**Table 2:** Publications produced and published on the Internet site of MONSTAT and printed in 2012

Ordinal No	NAME OF PUBLICATION	PERIODICITY	NO OF PAGES	COPIES PRINTED
	<b>Publications</b>			
	<b>Name of publication</b>			
	<b>Total</b>	<b>8</b>	<b>992</b>	<b>2130</b>
1.	Statistical Yearbook of Montenegro 2012	Annual	307	200
2.	Women and Men in Montenegro	Annual	127	500
3.	Montenegro in Numbers	Annual	68	200
4.	Children in Montenegro	Annual	120	-
5.	Monthly Statistical Review (12 editions)	Monthly	65*12	150
6.	Information and communication technologies	Annual	129	300
7.	Labour force survey 2010	Occasional	156	Web
8.	Average earnings in Montenegro 2006 – 2011	Occasional	20	Web
	<b>Releases</b>			
	Total releases	358	1-15	Web
	<b>Working studies</b>			Web
	<b>Total working studies</b>	<b>3</b>	<b>145</b>	
1.	Calculation of Gross Domestic Product by institutional sectors for period 2010 - 2011 according to the European System of Accounts (ESA95), the EU manual for national accounts	Annual	76	Web
2.	<i>Implementation plan for the revision of national accounts (NA) data</i>	Annual	67	Sector Archive
3.	Experimental calculation of gross national income	Annual	2	Sector archive

## Report on Work for 2012

Analyses				
<b>Total analyses</b>		<b>10</b>	<b>186</b>	<b>Web</b>
1.	Analysis of Earnings in Montenegro 1965- 2005	Occasional	41	Web
2.	Analysis of Business Activity in Montenegro 2010			Web
3.	Analysis of Business Activity in Montenegro 2011	Annual	18	Web
4.	Analysis of Business Entities by Municipalities and by Sectors	Annual	28	Web
5.	Number and Structure of Business Entities in Montenegro by Municipalities for the Second Quarter of 2012	Quarterly	11	Web
6.	Analysis of Number and Structure of Business Entities in Montenegro for the First Quarter of 2012	Quarterly	15	Web
7.	Analysis of Number and Structure of Business Entities in Montenegro for the second quarter 2012	Quarterly	12	Web
8.	Analysis of Number and Structure of Business Entities in Montenegro by municipalities	Annual	15	Web
9.	Analysis of Number and Structure of Business Entities in Montenegro in 2011	Annual	28	Web
10.	Owners of Business Entities in Montenegro in 2011, by Gender	Annual	18	Web
2011 Population Census				
<b>Releases from area of Census of Population</b>		<b>11</b>	<b>81</b>	
1.	Population by activities in Montenegro	Periodical	9	Web
2.	Census data by gender, Montenegro 2011	Periodical	6	Web
3.	Number of dwellings and manner of use by municipalities in Montenegro	Periodical	7	Web
4.	Female population and number of live born children in Montenegro	Periodical	6	Web
5.	Migration of population	Periodical	7	Web
6.	Educational structure of population of Montenegro	Periodical	7	Web
7.	Activity and occupation of population in Montenegro	Periodical	8	Web
8.	Dwellings by floor area and number of rooms	Periodical	7	Web
9.	Dwellings by availability of installation	Periodical	10	Web
10.	Comparable review of number of population by gender and by age, and by municipalities, 2003 and 2011 Censuses	Periodical	7	Web
11.	Dwellings by type of ownership, position in the building, year of construction, and by type of material	Periodical	7	Web
Methodologies				
<b>Total methodology</b>		<b>30</b>	<b>208</b>	
1.	On purchase of agricultural products of individual producers	Periodical	7	Web
2.	On prices of agricultural products	Periodical	6	Web
3.	On expenditures and agricultural production of holdings	Periodical	5	Web
4.	On realization of agricultural products	Periodical	7	Web
5.	Crop production statistics	Periodical	10	Web
6.	Maritime and fresh water fishery statistics	Periodical	18	Web
7.	Livestock survey	Periodical	15	Web
8.	Annual report on slaughtered livestock in slaughter houses	Periodical	4	Web
9.	Quarterly report on slaughtered livestock in slaughter houses	Periodical	4	Web
10.	On agricultural enterprises and collective farms	Periodical	4	Web
11.	Annual report on veterinary	Periodical	3	Web

12.	<b>Annual input of raw milk and received dairy products</b>	<b>Periodical</b>	<b>3</b>	<b>Web</b>
13.	Forestry statistics	Periodical	17	Web
14.	On generated waste in industry	Periodical	6	Web
15.	On municipal waste	Periodical	4	Web
16.	On use and protection of water against pollution from industry	Periodical	5	Web
17.	Annual report on public sewage system	Periodical	5	Web
18.	Annual report on public water supply system	Periodical	5	Web
19.	On irrigation systems	Periodical	6	Web
20.	On institutions for children, youth, and adults	Periodical	5	Web
21.	Centres for Social Work	Periodical	4	Web
22.	On users, types, measures and services from area of social protection - minor users	Periodical	7	Web
23.	On users, types, measures and services from area of social protection – adults users	Periodical	7	Web
24.	On primary education	Periodical	7	Web
25.	Culture and art	Periodical	7	Web
26.	Justice	Periodical	11	Web
27.	Statistics of secondary education	Periodical	6	Web
28.	Structural business statistics	Periodical	9	Web
29.	Research and development (IR-1)	Periodical	6	Web
30.	Statistics of pre-school education	Periodical	5	Web
	<b>Classifications</b>			
1.	Statistical Waste Classification		33	Web

Edition “Working Studies“ is also continued within 2012 working studies:

**“Calculation of Gross Domestic Product by institutional sectors for period 2010-2011 according to European System of Accounts (ESA95), the EU manual for national accounts”.** The publication presents the production accounts for Montenegro, distribution of institutional units by types to: profit, non-profit, government and households as well as forming of institutional sectors by criteria and logarithm for distribution defined by the ESA95 manual.

**“Implementation Plan for Revision of National Accounts (NA)”.** NA Department has started with this document to work on the introduction of new ESA 2010 manual. Drafting of this document is the first step in the introduction of revised ESA 2010 manual with the aim to have the data on GDP which will be published at the end of September 2014 adhering to the manual. The implementation plan is the starting basis for defining the priorities and working phase for introduction of revised ESA 2010 manual.

**„Experimental calculation of gross national income“.** An experimental calculation of gross national income (GNI) was done for period 2007-2011. In addition to the data on gross domestic product, there were used the data from Balance of Payments (BoP) statistics. The items from the current account of BoP which are necessary for the GNI calculation according to the ESA95 manual are extracted.

Published **Statistical Classification of Waste (SCO)** makes possible the implementation of EU legislative practice in area of waste management and ensures a quality international comparability of statistical data on waste. Statistical Classification of Waste (SCO) contains the table of equivalence, i.e. comparable overview of two waste classifications: European list of waste – Low (European List of Waste) and Statistical Classification of Waste (SCO) EWC-Stat/Version 4, according to Annex III of Regulation (EC) No 849/2010.

#### **2.4.1 Public relations**

During 2012 Statistical Office held 5 press conferences in total.

In February 2012 Statistical Office held a regular annual press conference under name “Macroeconomic and social movements in 2010 and 2011”.

During 2012, in cooperation with UNICEF, MONSTAT prepared publication “*Children in Montenegro in 2011*” on the basis of 2011 Population Census results. The publication was presented during the joint press conference of MONSTAT and UNICEF held in September 2012.

In September 2012, Statistical Office presented the public release on the press conference in regards with the inadequate interpretation of data from the Census of Population, Households, and Dwellings.

Additionally, in September 2012 Statistical Office held the press conference regarding the publication of releases on annual and quarterly gross domestic product of Montenegro.

Statistical Office in cooperation with the Ministry of Justice and Human Rights (Office for Gender Equality) prepared publication “*Men and Women in Montenegro*” that was presented on the press conference in October 2012.

During 2012, there were sent 453 data requests from outside institutions and 86 requests from media houses to the official email of Statistical Office, which were replied by the Statistical Office.

The requests according to the frequency forwarded to the following domains, i.e. departments in the Statistical Office are provided in table 3:

**Table 3:** Overview of requests by interests of users

Section	From institutions	From media	Total
Demography and Population Census	48	27	75
Statistics of Labour Market, Living Conditions, Social Services and Household Expenditures	44	28	72
Statistics of Education, Research and Development, Culture, Justice and Administration	8	1	9
National accounts	32	5	37
External trade	165	14	179
Prices	17	2	19
Structural business statistics	3	-	3
Short-term indicators	86	6	92
Business register	27	3	30
Agriculture	23	-	23
<b>Total</b>	<b>453</b>	<b>86</b>	<b>539</b>

In September 2012, Statistical Office participated in two expert conferences in Montenegro: “*Milocer Economic Forum*” organized by the Union of Economists of Montenegro; and in “*INFOFEST*”.

Representatives of Statistical Office participated in Milocer Economic Forum within the sessions:

- „**Statistical Monitoring and Measurement of New Economic Growth**” with the aim of panel to present the importance of statistical data, obligations of statistics, importance of complex surveys and analysis in the area of environment, problem existing in the quantification of importance of environment as well as on improvement of GDP as the main indicator of development; and
- „**Presentation of survey**” under which Statistical Office presented “Key Surveys of MONSTAT” and Annual Plan of Official Statistics for 2013.

During INFOFEST Statistical Office held the presentation “**Informatics in Statistics**” with the topic “Software solutions on the ICT use in Montenegro, enterprises, households and by individuals”.

World Statistics Day – 20 October was celebrated with the lecture under title “**Role of Official Statistics in the Negotiation Process**”. A guest lecturer was Mr. Pieter Everaers, director of Directorate-A, EUROSTAT.

## 2.5 Other development activities (IT activities)

### 2.5.1 Technical conditions

1. Aimed at the protection of database access, there was performed the protection of SQL server. Before the server protection was done, there was performed the adaptation of code in the existing applications (whose databases are in the mentioned servers).

2. Aimed at improving the computer network of Statistical Office, the installation of new domain controller (server) was performed.
3. Aimed at the protection of computer network against the influence of internet there was performed the installation of proxy server. The proxy server was done by using the open source software (free of charge software). The proxy server regulates the use of internet in Statistical Office (videos, youtube, facebook, movies online, clips, radio stations, download of big files, etc.). Statistics of internet use by users is also available.

### 2.5.2 Programming

During 2012 the following applications are drafted:

1. For entering and logical control for Survey on Corruption and Crime affecting the Business Sector in the Montenegro;
2. For entering and logical control for annual survey on consumption of wood fuel in households in 2011 (ŠUMBIO1);
3. For entering and logical control for annual survey on consumption of wood fuel in schools and pre-school institutions in 2011 (ŠUMBIO2);
4. For entering and logical control for annual survey on consumption of wood fuel in baker's shops in 2011 (ŠUMBIO3) ;
5. For entering and logical control for annual survey on consumption of wood fuel in barbecue stalls in 2011 (ŠUMBIO4);
6. For entering and logical control for annual survey on consumption of wood fuel in restaurants in 2011( ŠUMBIO5);
7. For entering and logical control for annual survey on consumption of wood fuel in auto-repair shops in 2011 (ŠUMBIO6);
8. For Statistical register of agricultural holdings;
9. Application for logical and calculation control for survey on income and living conditions survey in households (SILC); and
10. Application for entering and processing of data for survey on use and protection of water against pollution in industry (VOD1).

During 2012 there were performed the following changes:

1. Applications for surveys on road transport were corrected because of the change in the questionnaire;
2. Application for surveys on labour costs corrected because of change in the questionnaire;
3. Applications for monthly and semi-annual survey on employees and earnings were corrected because of the change in the questionnaires;
4. Application for Labour Force Survey, corrected because of adding an ad-hoc module;
5. Applications for survey on ICT use in households and enterprises were corrected because of change in questionnaire;

In 2012, the metadata from statistical surveys and definitions were put on the website.



### 3. INTER-INSTITUTIONAL COOPERATION IN MONTENEGRO

To develop the cooperation with business associations Statistical Office defined the following:

1. Memorandum on cooperation with the Agency for Environmental Protection (No 03.D.342/4 from 2 March 2011), and Annex of Agreement of Cooperation (No 05-D-1526/3 from 18 July 2012) which defines the agreement on rationalization of data collection in the area of waste statistics in Montenegro.
2. Memorandum on cooperation between Statistical Office and Montenegro Business Alliance (No 01-2261 from 12 July 2012) aimed at overtaking the data on active business entities.
3. Memorandum on cooperation between Statistical Office and FODEMO project regarding conducting statistical surveys on biomass in Montenegro.

As the member of Inter-institutional working groups and bodies, during 2012 Statistical Office participated in the work of 15 working groups:

1. Working group for drafting the National Report on Situation of Human Rights in Montenegro. A general periodical overview of United Nations, second cycles – 1 member;
2. Working group for drafting the National Action Plan for Children (Ministry of Labour and Social Welfare) - 1 member;
3. Working group for National Strategy of Employment and Development of Human Resources for period 2012-2015;
4. Working group for drafting new classification of occupation - 1 member;
5. Working group for dissemination and harmonization of all classifications that are used by Statistical Office and other statistical producers – 2 members;
6. Working group for drafting Development Strategy of Small and Medium Enterprises – 1 member;
7. Working group for Chapter 11 - Agriculture and Rural Development - 2 members;
8. Working group for Chapter 12 – Food safety, veterinary and phytosanitary policy - 2 members;
9. Working group for Chapter 17 – Economic and monetary policy - 2 members;
10. Working group for Chapter 19 - Social policy and employment - 2 members;
11. Working group for Chapter 20 – Entrepreneurial and industrial policy - 2 members;
12. Working group for Chapter 22 - Regional policy and coordination of structural instruments - 1 member;
13. Working group for Chapter 25 – Science and research - 1 member;
14. Working group for pre-accession economic programme (PEP) 2012-2015 – 1 member and
15. Working group for national development plan “Montenegro 2013-2016 “ – 1 member.

In April 2012, upon the request of Ministry of Foreign Affairs and European Integration, Statistical Office organized the training under the topic “*Use of Statistical Data at National and International Level*”. The aim of training is that employees of Ministry of Foreign Affairs and European Integration acquire the basic knowledge on the use of statistical data, availability, and comparability of official statistics with the EU data.

## **4. INTERNATIONAL ACTIVITIES AND INTEGRATION INTO INTERNATIONAL STATISTICAL SYSTEM**

### **4.1 Integration in international statistical systems**

There was increased the number of surveys whose data are transmitted to EUROSTAT via Edamis portal and Edamis web applications. Statistical Office transmits the data from 17 surveys (census of agriculture, external trade, statistics of justice, statistics of demography, national accounts, HICP, labour force survey, migration, purchasing power parity, construction, tourism, statistics of information society, prices in energy, trade, data from statistical business register, data on railroad transport and household budget survey).

Under the General Data Dissemination System of International Monetary Fund (GDDS-IMF) an updating of metadata was performed in compliance with the IMF instructions. Aimed at pre-preparation for the beginning of negotiations for membership in the Special Dissemination Data System of IMF (SDDS-IMF), and compliant with the expert recommendations there were prepared list of indicators (National Summary Data Page – NSDP) and Calendar with data (Advance release calendar – ARC) that is monthly updated and published on the website of Statistical Office.

### **4.2 International meetings - seminars**

During 2012 the total of 106 staff members of Statistical Office and other relevant institutions of Montenegro participated in the total of 90 international conferences, meetings, workshops, trainings or study visits out of Montenegro aimed at improving the official statistical system of Montenegro. The most of business trips was financed through the IPA project. In addition to the business trips funded by IPA project, certain number of conferences and study visits was financed by Statistical Office.

IPA 2009 multi-beneficiary:

- 46 horizontal activities (total 60 staff members)

IPA 2011 multi-beneficiary:

- 26 horizontal activities (total 30 staff members)
- 6 staff members - trainees

Participation in international conferences and meetings:

- 10 conferences and meetings (total 10 staff members)
- 2 study visits (total 6 staff members)

### **4.3 Projects supported by European Commission (EC) or European Union (EU)**

#### **a) IPA 2010 national project**

The first evaluation of the tender held in September 2011 for the selection of the implementation agency of IPA 2010 national project was not successful. In the first quarter 2012, upon the decision of Statistical Office, the procedure of negotiations with the implementation agencies started. The negotiation procedure with agencies was also unsuccessful what resulted in cancelling the first tender. The second tender for the selection of implementation agency started in September 2012. The start of project is expected to be in the first quarter of 2013.

### **b) Programming of IPA 2012-2013 national project**

In July 2012, there started the verification process of project proposal for IPA 2012-2013 national projects for Montenegro. Although during the very programming of project Statistical Office was included in Sector Identification Fiche - SIF – „*Reform of State Administration*”, after comments of relevant EC project directorates, project “*Strengthening of Statistical Capacities and Provision of Economic and Social Statistics*“ in cooperation with Ministry of Science was presented as the Project Identification Fiche - PIF (a separate project). Key components of project are: macroeconomic statistics, business statistics and social statistics. After this programming phase, IPA 2012-2013 national programmes will be represented to IPA Management Committee and proposed for the adoption.

### **c) IPA 2009 multi-beneficiary project**

IPA 2009 multi-beneficiary project started on 1 December 2010, with the duration of 24 months. This project covered 10 pilot projects, as it follows:

1. External trade
2. Price statistics – Purchasing power parity
3. National accounts
4. Balance of payment
5. Labour costs survey
6. Labour costs index
7. Migrations
8. Energy statistics
9. Dissemination
10. Support to users

The project was finished on 30 November 2012, according to the project proposal. Within this project, the participation to horizontal activities (working group meetings, trainings, workshops, and study visits) was financed from September 2011. Of total 105 staff members that participated to horizontal activities at the level of the entire project, 60 staff members participated in these activities during 2012.

Of the mentioned 60 staff members of Statistical Office, 42 staff members participated to working group meetings, 6 staff members to workshops, 6 staff members to trainings, and 6 staff members to study visits.

**d) IPA 2011 multi-beneficiary project**

IPA 2011 multi-beneficiary project started on 25 July 2012, duration 24 months. This project covers 14 pilot projects, as it follows:

1. NA Methodology
2. Quarterly national accounts
3. Agro-monetary statistics
4. Annual crop production statistics
5. Animal production Statistics
6. Water statistics
7. Waste statistics
8. Income and living conditions
9. Household budget survey
10. Business register
11. International trade of goods
12. Structural business statistics
13. Purchasing power parity
14. Harmonized index of consumer prices

The project started on 25 July 2012, according to the proposal project and it will last for 24 months. Thirty staff members of Statistical Office participated in 26 meetings in total (23 meetings, 6 working groups, and 1 workshop).

Within this project, 6 staff members of Statistical Office were on the internship in EUROSTAT (5) and National Statistical institute of Hungary (1).

**e) Project supported by Ministry of Foreign Affairs of Luxembourg**

During 2012 the work of Statistical Office on statistical survey “*Statistics of Income and Living Conditions – SILC*” was supported by Ministry of Foreign Affairs of Luxembourg, and through the implementation agency Artemis. The project purpose is to strengthen quality, sustainability, and efficiency of national statistical system of Montenegro by strengthening production and dissemination of statistics of income and living conditions. Together with the experts that participated in the project, there were obtained the results of pilot project SILC and instructions for conducting the SILC as a regular survey.

#### **f) Projects for demands of EUROSTAT**

Through the agency for the project implementation (ICON), Statistical Office implemented during 2012 projects covered by the contract (paid) through the IPA 2009 multi-beneficiary project: External trade, Purchasing power parity, National accounts, Survey on labour costs, Labour costs index, Migrations, Support to Users and Dissemination.

Note: IPA 2009 multi-beneficiary project covered 10 pilot projects, of which there were 8 covered with the contract, i.e. for which the payment was envisaged and done. The list of all pilot projects IPA 2009 multi-beneficiary is under point 4.3.c.

#### **4.4 Projects supported by International Monetary Fund (IMF)**

IMF Statistical Department (STA) started the three-year project 2012-2014 – Capacity Building for Sustainable Development of Statistics of Real Sector in the Eastern Europe, financed by the Government of Japan, through the administrative accounts for selected IMF activities. The main purpose of project is to assist nine countries of South East Europe in improving the accuracy of NA and price estimations. The project is supported by three experts from real sector and comprises several workshops and missions that will be organized in period of three projects.

During October 2012, Statistical Office was a host of a fifteen-day IMF mission participated by NA department staff members and representatives of Central Bank of Montenegro.

#### **4.5 Projects funded by United Nations - UN**

##### **a) Projects in cooperation with UNICEF**

During 2012, Statistical Office in cooperation with UNICEF started to work on Multiple Indicator Cluster Survey – MICS, international programme of household surveys developed by UNICEF. MICS provides the data about the position of children and women as well as key indicators of development of country according to the Millennium Development Goals (MDGs) and other national and international strategies. The implementation agency of MICS5 is Statistical Office, and project duration is October 2012 - December 2013.

In cooperation with UNICEF, Statistical Office during 2012 prepared publication "Children in Montenegro, Data from 2011 Census". The publication contains the key data on children from the area of demography, education, early marriage and motherhood, citizenship, child labour and national and cultural characteristics as well as their analysis and interpretation. It was published in September 2012.

In cooperation with UNICEF, Statistical Office coordinates the data collection at the annual level for the needs of updating the TransMONEE database (Transformative Monitoring for Enhanced Equity). TransMONEE captures a vast range of data relevant to social and economic issues relevant to the situation and wellbeing of children, young people and women in countries of Central Eastern Europe and Commonwealth of independent States (CEECIS).

## b) Projects in cooperation with UNODC

In cooperation with UNODC, Statistical Office carried out Survey on Corruption and Crime Affecting the Business Sector in Montenegro during 2012. The survey is a part of the UN project aimed collecting opinion and experiences of businesses on safety and influence of crime and corruption.

The survey aims at collecting evidence on forms of corruption and crime affecting businesses, in order to assess their prevalence and prevailing typologies by sector and business size. The project duration is June 2012 - April 2013. In July 2012, Statistical Office carried out a pilot survey, and in the middle of October 2012 started with the field work. Statistical Office transmitted the database from the field as the survey results.

## 5. EXTERNAL REVISIONS AND ESTIMATIONS

During 2012, Statistical Office had two external revisions:

**Assessment of statistical system of Montenegro by Eurostat and independent expert team - LPR assessment**<sup>7</sup> was performed under the project funded by EUROSTAT under the title “*Global Assessments of Statistical Systems of Candidate Countries and Potential Candidate Countries as well as ENP countries*“. The assessment mission was held from 5 to 9 March 2012. LPRs are based on the structure and procedures of the ESS peer reviews and are designed for candidate countries and advanced potential candidates.

1. The objectives of LPRs are to assess the compliance of the reviewed NSI, in particular with Principles 1-6 and 15 of the European Statistics Code of Practice<sup>8</sup>, to evaluate the coordination role of the NSI within the statistical system, to highlight good practices suitable to foster compliance with the Code of Practice, to highlight good practices suitable to foster compliance with the Code of Practice as well as to recommend improvement actions needed in view of fully complying with the Code of Practice. Assessment team pointed out a good impression on the progress done by Statistical Office in the institutional aspects as well as in reference to statistical data accessibility, to possess a good system for providing the statistical confidentiality as well as a comprehensive legislation to ensure the framework for functioning of security system. In addition to this, the expert team gave a number of recommendations for further improvements which were used for developing the action plan for harmonization. The report was published on the official website of Statistical Office: <http://monstat.org/cg/page.php?id=1021&pageid=227>
- Financial audit – before Statistical Office was engaged for the implementation of MICS project in Montenegro, United Nations Children’s Fund (UNICEF) engaged an independent auditor’s agency to perform the assessment of financial and managerial capacities of Statistical Office of Montenegro. The assessment was performed in period from 1 to 16 October 2012. The report of auditor indicates that Statistical Office is recognized as an independent body as well as both functioning and control of work are done pursuant to the Law on Budget and Montenegrin legislation.

<sup>7</sup> In English: Light Peer Review - LPR

<sup>8</sup> European Statistics Code of Practice is based on 15 principles. Statistical authorities, comprising the Commission (Eurostat), National Statistical Institutes and other national authorities responsible for the development, production and dissemination of European Statistics, together with governments, ministries and the European Council, commit themselves to adhere to the Code covering the institutional environment, the statistical production processes and the output of statistics. A set of indicators of good practice for each of the Principles provides a reference for reviewing the implementation of the Code.

Additionally, the project reports that: (I) concerned financial information accurately and objectively presented by all important issues compliant with the regulations treating this area; (II) There was no inaccurate reports or information that could influence on financial transactions of Statistical Office and there was no irregularity in regards with laws or other regulations that could have material influence on financial reports and business; (III) that Statistical Office cooperated with the international organizations in previous period and earned certain lower income which were purposefully used.

## **6. FINANCES AND HUMAN RESOURCES**

### **6.1 Financial resources**

In 2012, the budget amount of 1.65 million of euro was approved to Statistical Office through the three programmes: programme of statistical surveys, analyses and informing and administration programme. Realized regular budget funds in 2012 were 1.56 million of euro or 95%.

Public Procurement Plan (No 01-282 from 30 January 2012) and amended Public Procurement Plan (No 01-282/2 from 26 June 2012) envisage the realization of public procurement in value of 364 329.00 of euro.

During 2012 there was performed 14 procurements in total by use the shopping method, 6 open public procurement procedures, and 1 negotiation procedure without previous publication of call for public procurement.

During 2012 realized public procurements were 318 261.61 of euro or 87% of the total planned amount.

### **6.2 Earned savings**

Earned savings as the difference between estimated and contracted value by use of the shopping method were 11 755.70 of euro, while earned savings within open procedures and negotiation procedures were 15 559.97 of euro.

Additional savings were earned as the following:

- By engagement of courier service by Post of Montenegro on the basis of concluded contract for the amount of 600.00 of euro at the annual level, resulting in savings of amount of earnings for one working place (courier) in the amount of 6 000.00 of euro;
- Public procurement of phone handset repair and maintenance services was not performed but there were used the services of Public Property Administration resulting in the savings of 1 200.00 of euro;
- Mobile operator M-tel provided free calls to the network of users of Statistical Office from mobile 068 to the landline phone numbers under the concluded contract, contributing to the savings of 5 000.00 of euro at the annual level.

### 6.3 Human resources

In comparison with 2010, the number of employees at the end of 2011 decreased by 19.2% or 24 employees, while in comparison with the beginning of 2011 it decreased by 10.6% or 12 employees. The number of employees at the end of 2012 increased for 11 newly employed, thus the total number of employees is 109 persons.

Under the support of project *“Fair of Practice”*, there were engaged 7 persons for the two-month practice in Statistical Office for period from 1 November to 31 December 2012.

In accordance with the Programme for Professional Training and Improvement, there was published a call for employing 18 trainees who started to work on 15 January 2013.

Table 4: Table overview of number of employees in Statistical Office in 2010 - 2012 period

<b>Number of employees in Statistical Office u 2010 – 2012</b>	
Number of employees at the beginning of 2010	125 persons
Reduction of staff (pension and agreed termination of contract)	12 persons
<b>Number of employees at the end of 2010</b>	<b>113 persons</b>
Number of employees at the beginning of 2011	<b>113 persons</b>
Reduction of staff (pension and agreed termination of contract)	12 persons
<b>Number of employees at the end of 2011</b>	<b>101 persons</b>
Number of employees at the beginning of 2012	<b>101 persons</b>
Reduction of staff (pension and agreed termination of contract)	3 persons
Increase of staff (11 employees under permanent contract)	11 persons
<b>Number of employees at the end of 2012</b>	<b>109 persons</b>



## Annex 1. List of conducted statistical surveys in 2012

Statistical Office of Montenegro	
Number	Name of statistical surveys
	<b>DEMOGRAPHY, CENSUS AND PROJECTIONS</b>
1.	Statistics of marriages
2.	Statistics of divorces
3.	Statistics of births
4.	Statistics of deaths
5.	Census of Population, Households and Dwellings
	<b>MIGRATIONS</b>
6.	Statistics of internal migration of population
7.	Statistics of international migration of population
	<b>EMPLOYMENT AND UNEMPLOYMENT</b>
8.	Labour force survey (LFS)
	<b>EARNINGS AND LABOUR COSTS</b>
9.	Semi-annual survey on employees and earnings of employees
10.	Monthly survey on employees and earnings of employees
11.	Survey on labour costs (quarterly)
	<b>EDUCATION AND LIFELONG LEARNING</b>
12.	Annual survey on pre-school institutions
13.	Annual statistical survey on primary schools at the end of school 2010/2011 year
14.	Annual statistical survey on primary education of children with special educational needs at the end of school 2010/2011 year
15.	Annual statistical survey on primary education of adults for 2010/2011
16.	Annual statistical survey on primary music education at the end of school 2010/2011 year
17.	Annual statistical survey on secondary schools at the end of school 2010/2011 year
18.	Annual statistical survey on secondary education of children with special educational needs at the end of school 2010/2011 year
19.	Annual statistical survey on primary schools at the beginning of 2011/2012 year
20.	Annual statistical survey on primary education of children with special educational needs (at the beginning of school 2011/2012 year)
21.	Annual statistical survey on primary schools for adults at the beginning school 2011/2012 year
22.	Annual statistical survey on primary musical education at the beginning school 2011/2012
23.	Annual statistical survey on secondary schools at the beginning school 2011/2012
24.	Annual statistical survey on secondary education of children with special education needs at the beginning school 2011/2012
25.	Three-year statistical survey on primary schools – out-of-school activities of pupils
26.	Three-year statistical survey on secondary schools – out-of-school activities of pupils
27.	Annual survey on academic, professional staff and structure of high school organizations
28.	Annual survey on student enrolment
29.	Annual survey on graduated students
30.	Annual survey on doctorate studies
31.	Annual survey on master studies and specialists
32.	Enrolment of postgraduate studies
	<b>STATISTICS OF CULTURE</b>
33.	Annual survey on theatres
34.	Annual survey on television
35.	Annual survey on radio-diffuse operators and emitters
36.	Annual survey on cinemas

37.	Three-year survey on archive
	<b>HOUSEHOLD BUDGET SURVEY</b>
38.	Household Budget Survey (HBS)
	<b>INCOME, SOCIAL INCLUSION AND LIVING CONDITIONS</b>
39.	Poverty analysis (expenditure method)
40.	EU SILC (pilot survey)
	<b>MINIMAL CONSUMER BASKET</b>
41.	Minimal consumer basket
	<b>SOCIAL PROTECTION</b>
42.	Annual survey on beneficiaries of child's allowance
43.	Annual survey on beneficiaries and types of social protection
44.	Annual survey on students and pupils' dormitories
	<b>ADMINISTRATIVE DATA ON CRIME AND JUSTICE</b>
45.	Survey on adult persons against whom legal proceedings and preliminary hearings were concluded
46.	Survey on adult persons against whom legal proceedings was concluded by binding court decision
47.	Survey on juvenile persons against whom legal proceedings and preliminary hearings were concluded
48.	Survey on juvenile persons against whom legal proceedings was concluded by binding court decision
	<b>MACROECONOMIC STATISTICS</b>
49.	Forming elements necessary for calculation of gross domestic product: Database of financial reports from business organizations and BoP data from Central bank of Montenegro
50.	Forming elements necessary for calculation of gross domestic product: calculation of gross added value for entrepreneurs
51.	Forming elements necessary for calculation of gross domestic product: calculation of gross added value of financial sector
52.	Forming elements necessary for calculation of gross domestic product: calculation of financial services indirectly measured (FISIM)
53.	Forming elements necessary for calculation of gross domestic product: calculation of gross added value of agriculture sector
54.	Forming elements necessary for calculation of gross domestic product: calculation of gross added value of tourism sector in private accommodation
55.	Forming elements necessary for calculation of gross domestic product: calculation of gross added value and consumption of government sector
56.	Calculation of gross domestic product by production approach
57.	Calculation of gross domestic product by expenditure approach
	<b>QUARTERLY ACCOUNTS</b>
58.	Survey on income, expenditures, and inventories – quarterly pilot survey
59.	Calculation of quarterly gross domestic product by production approach – pilot survey
	<b>PRICES</b>
60.	Index of consumer prices
61.	Harmonized index of consumer prices (HICP)
62.	Purchasing power parity
	<b>TRADE OF GOODS</b>
63.	International trade of goods
	<b>ANNUAL BUSINESS STATISTICS</b>

64.	Annual structural business survey
65.	Foreign Affiliates Statistics (FATS)
66.	Annual survey on retail trade
67.	Annual survey on wholesale trade
68.	Annual report on trade for private shops
69.	Annual survey on construction building (reporting unit – business organization)
70.	Annual survey on construction building (reporting unit – natural person)
71.	Annual survey on consumption of construction material and fuels
72.	Annual survey on demolished buildings and dwellings
73.	Annual survey on investments in fixed assets
74.	Annual calculation of investments in fixed assets privately owned
	<b>PRODCOM</b>
75.	Annual report on industry
	<b>SHORT-TERM BUSINESS STATISTICS</b>
76.	Quarterly report on construction permits
77.	Monthly report on retail trade
78.	Monthly report on industry
79.	Quarterly survey on construction
80.	Quarterly survey on prices of newly built dwellings
81.	Monthly survey on prices of industrial products of producers on domestic market
82.	Monthly survey on prices of industrial products of producers for export
83.	Monthly survey on prices of industrial products from import
	<b>STRUCTURAL STATISTICS OF ENERGY</b>
84.	Annual balance of electricity production and expenditure
85.	Annual balance of coal production and expenditure
86.	Annual report on import, export and deliveries of liquid energy commodity
	<b>TRANSPORT</b>
87.	Monthly report – postal communication
88.	Monthly report – telecommunications
89.	Annual report on resources, network, and services – postal communication
90.	Annual report on resources, network, and services – telecommunications
	<b>STATISTICS OF ROAD TRANSPORT</b>
91.	Monthly report on road transport
92.	Monthly report on local transport
93.	Annual report on roads and bridges
94.	Annual report on road transport
95.	Annual report on local transport
96.	Monthly report on number of traffic accidents on roads
97.	Monthly report on number of registered vehicles and trailers
	<b>STATISTICS OF RAILWAY TRANSPORT</b>
98.	Monthly report on railway transport
99.	Annual report on railway transport
100.	Annual report on turnover of goods and passengers in railway stations
	<b>STATISTICS OF MARITIME AND INLAND WATER TRANSPORT</b>
101.	Monthly report on maritime transport
102.	Registration of arrival – departures of ships
103.	Monthly report on re-loads at ports, docks, and other freight stations
104.	Annual report on maritime transport
105.	Annual report on re-load and other services at ports, docks and other freight stations
106.	Annual report on merchant navy and turnover at docks

	<b>STATISTICS OF AIR TRANSPORT</b>
107.	Monthly report on air transport
108.	Monthly report on turnover at airports
109.	Annual report on air transport
110.	Annual report on airport services
	<b>TOURISM</b>
111.	Monthly report on arrivals and overnight stays of guests in accommodation facilities
112.	Monthly report on foreign cruisers for leisure and sport
113.	Monthly report on arrivals of foreign cruisers
114.	Three-month report on hotels and restaurants
115.	Annual report on hotels and restaurants – enterprise
	<b>BUSINESS REGISTER</b>
116.	Register of classification units
117.	Statistical business register
118.	Register of spatial units
119.	Quarterly survey on hotels and restaurants for entrepreneurs
	<b>AGRICULTURE</b>
120.	Annual survey on production of vegetables and fruit under the protective space
121.	Survey on expected yields of early crops and fruit – situation on 20 June
122.	Survey on expected yields of early crops and fruit and expected late crop yields – situation on 15 August
123.	Survey expected late crop yields, fruit and grapes – situation on 5 September
124.	Survey on realized crop yields, fruit and grapes, situation on 10 November
125.	Survey on production and processing of Mediterranean fruit – situation on 15 January
126.	Pilot survey in crop production
	<b>STATISTICS OF LIVESTOCK, MEAT, AND EGGS</b>
127.	Quarterly survey on slaughtered livestock in slaughterhouses
128.	Annual survey on slaughtered livestock in privately owned slaughterhouses
129.	Sample draft for survey on number of livestock and poultry – situation as on 1 December
130.	Documentation of Statistical Office ( indices by activity groups and subgroups for agricultural production)
131.	Documentation of Statistical Office (increase of livestock, meat, milk, eggs, wool, and honey production)
132.	Survey on number of livestock – situation as on 15 January
133.	Pilot survey on milk and dairy products
134.	Annual survey on livestock farming of agricultural enterprises and collective farms
135.	Annual survey on veterinary service
136.	Annual survey on agricultural enterprises and collective farms
	<b>AGRICULTURAL STRUCTURE</b>
137.	Register of agricultural holdings
	<b>LAND USE AND COVERAGE</b>
138.	Survey on sown areas in autumn sowing – situation as on 15 December
139.	Survey on areas by cadastre municipalities
140.	Report on areas and plantations at the end of spring sowing – situation as on 31 May
	<b>AGRICULTURAL ACCOUNTS AND PRICES</b>
141.	Monthly report on purchase of agricultural products from individual producers
142.	Monthly report on realization of production in agriculture
143.	Agro-monetary statistics; price index of agricultural producers' products

	<b>FORESTRY STATISTICS</b>
144.	Monthly survey on production of forest products
145.	Annual survey o forest cultivation
146.	Annual survey o public and privately owned forest exploitation
147.	Annual survey on fire-caused damages in public forests and fire-caused damages in privately owned forests
148.	Annual survey on structures, roads, and machinery
149.	Annual survey on changes in forest covered areas – privately owned and public forests
150.	Annual survey on hunting
	<b>FISHERY STATISTICS</b>
151.	Annual survey on fishermen and fishing gear in maritime fishery
152.	Annual survey on fish catch in rivers, lakes and fishponds
153.	Monthly report on maritime fishery
	<b>MULTI-DOMAIN STATISTICS – STATISTICS OF WASTE AND HAZARDOUS SUBSTANCES</b>
154.	Annual survey on industrial waste
155.	Annual survey on municipal waste
	<b>MULTI-DOMAIN STATISTICS – STATISTICS OF WATER, AIR AND CLIMATE CHANGES</b>
156.	Annual report on water use and protection against pollution from industry and mining
157.	Annual report on irrigation systems
158.	Annual survey on transboundary long-distance pollution of air
159.	Annual report on public water supply system
160.	Annual report on public sewage system
	<b>SCIENCE, TECHNOLOGY, AND INNOVATION</b>
161.	Annual survey on scientific and research activity – research and development for 2011
162.	Survey on ICT use in enterprise, households, and individuals
	<b>SUPPORT FOR STATISTICAL RESULTS</b>
163.	Reporting concept of metadata base contents

#### **CONCLUSION PROPOSAL:**

Government of Montenegro, at its session held on \_\_\_\_\_2013, adopted the **Report on Work of Statistical Office for 2012**, previously submitted by Ministry of Finance.

## FORM: PROPOSAL OF COMMUNICATION THESIS

Name of document	Report on Work of Statistical Office for 2012
Holders of communication activities	Ministry of Finance, Statistical Office
Key messages	<p>Report on Work of Statistical Office for previous year provides an integral picture of work within business year 2012 to statistical data users and institutions.</p> <p>Key messages are:</p> <ol style="list-style-type: none"><li>1. Adopted Law on Official Statistics and Official Statistical System;</li><li>2. Important progress in the harmonization process of Chapter 18 Statistics;</li><li>3. Improved management of statistical processes through the adoption of internal standards;</li><li>4. Improved planning process of statistical surveys;</li><li>5. Recognized important progress in adhering to European Statistical Code of Practice;</li><li>6. Drafted projection of population of Montenegro until 2060;</li><li>7. Education of staff in EUROSTAT.</li></ol>
Effects	Achieved effects of Statistical Office's work reflect in conducting 97% statistical surveys under the competence of Statistical Office pursuant to Plan of Statistical Surveys for 2012
Improvements	Conducted 38 new statistical surveys; published 358 improved releases (monthly, quarterly and annual)
Risks	Non-conducting of surveys (in total 5 in 2012) was caused by risks of non-response by reporting units, insufficient financial resources for realization, lack of human and space capacities
Target groups	All statistical data users and institutions that monitor the work of Statistical Office
Relevance of document for the public abroad	Provides information on work of Statistical Office for previous year
Period of realization	Realization of statistical activities in 2012
Additional notes	No additional notes