



STATISTICAL OFFICE OF  
MONTENEGRO

## METHODOLOGICAL GUIDELINES

CONSUMPTION OF CONSTRUCTION AND PROPULSION MATERIALS

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## **Legal basis**

The legal basis for the implementation of the survey on consumption of construction and propulsion materials is the Law on Official Statistics and Official Statistical System of Montenegro ("Official Gazette of Montenegro", No. 18/12 and 47/19) and Annual plan of statistical surveys.

## **METHODOLOGICAL GUIDELINES**

### **The aim of statistical survey**

The aim of survey on consumption of construction and propulsion materials is to collect the data necessary for the calculation of quantity and value of spent construction and propulsion material.

### **Sources and methods of data collection**

The source of data for the compiling of survey is enterprises which are registered in sector F according to the classification NACE Rev.2 and enterprise (KAU) whose local units perform the construction works.

Method of data collection is sample based survey.

The data are collected through annual survey on consumption of construction and propulsion materials (GRAD-13).

The data are collected on a sample of reporting units which represents the annually estimation of construction and propulsion material spent in Montenegro.

Reporting units received the questionnaire and instruction from the competent statistical services.

### **Observation units**

Observation unit for survey on consumption of construction and propulsion materials are:

- enterprises with 5 and more employees which are registered in sector F – construction (area 41, 42, 43) according to the classification NACE Rev.2 and
- enterprises (KAU) which are not registered in sector F, but whose local units perform the construction works.

### **Coverage of survey**

The survey on consumption of construction and propulsion materials included reporting units with 5 and more employees who are involved in construction, regardless of ownership,

association form and of the origin of capital as well as reporting units (KAU) whose business units engaged in construction works.

The sample frame was formed on the basis of the data from Statistical Business Register, which includes all active business entities from the area of construction as well as KAU with secondary activity in construction sector.

Enterprises whose turnover is zero are excluded from the sample frame.

Reference area: The whole territory of Montenegro.

Sample: Stratified sample.

Sampling and methods of used estimation:

Initial weight  $W$ ,  $W = 1/f$ , where is  $f = nh/Nh$  ( $nh$  – sample size in a certain class of reporting units,  $Nh$  – total number of reporting units in that class obtained from database). Depending on the results obtained from the fields, initial weight is adjusted for non-response rate.

Criteria for stratification:

Reporting units are stratified by the group of employees and classified into three classes:

Class 1: 5-49 employees,

Class 2: 50-249 employees,

Class 3: 250 and more employees.

The sample includes all reporting units from the class 2 and 3, while reporting units from class 1 is selected by random sample.

### **Definitions of main indicators**

Annual survey on consumption of construction and propulsion materials are completed by enterprises that perform construction works (new construction, renovation, reconstructions, adaptation, modernization of major repairs and regular maintenance) whether they work performed by themselves or through subcontractors, in the year for which the questionnaire is submitted.

The reporting unit completed one questionnaire for all construction materials that was embedded in objects on which it performed the works, that is, for all spent propulsion and other material, whether purchased by itself or through an investor.

The survey does not include the bookkeeping material that has been recorded and, on any basis, provided to another company, or material that has already been used once (e.g. from a demolished building).

*The type of material* includes the type of material consumed, whether the material was purchased or produced by the reporting unit. If data is provided for prefabricated elements or example mortar and concrete, the material that spent for their production (cement, sand, gravel, etc.) should not be shown.

*The amount of material used or consumed* is stated in the units of measures shown in the questionnaire. If any of the units of measure defined in the questionnaire differs from the unit of measure for which these materials are kept in bookkeeping, recalculation should be carried out on the basis of norms normally established in practice.

*The value of the material used or consumed* is stated in real prices on the basis of an invoice in thousands of EUR. If the company records the purchased and used material in the planned prices, it is obliged to present it in real prices. The cost of external transport is included in the value of the material. The total value represents the sum of the displayed values for all materials.

### **Harmonization with EU regulations and recommendations**

The survey on consumption of construction and propulsion materials are harmonized with the Classification of activities NACE Rev.2 and Classification of Types of Construction – CC 1997.

### **Confidentiality**

Data obtained from reporting units represent an official secret and used only for statistical purposes and cannot be published or made available to any user. The results of the survey are published at the aggregated level and the privacy of the individual data is completely ensured.

### **Organisation of survey**

In accordance with the Plan and Program of Statistical Surveys, the organization of the survey refers to preparation of questionnaires and instructions to the reporting units, collection, processing and dissemination of data.

### **Dissemination**

Data on consumption of construction and propulsion materials are published according to Statistical Release Calendar in Annual release on consumption of construction and propulsion materials and Statistical Yearbook Statistical Office of Montenegro.

### **Revision of data**

Statistical Office has adopted the revision policy and it is available on the web site <http://www.monstat.org/userfiles/file/o%20nama/2017/Revision%20policy.pdf>.

This survey uses regular revisions. Large and unplanned audits are only used in the specific cases defined by the revision policy.