STATISTICAL OFFICE OF MONTENEGRO

METHODOLOGICAL GUIDELINES

TURNOVER IN RETAIL TRADE BY COMMODITY GROUPS

Podgorica, March 2021

Contents

Legal basis

The legal basis for the implementation of the survey on turnover in retail trade by commodity groups 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 the survey is to present data on the total turnover in retail trade by commodity groups and branches of activity. The data obtained are used to monitor the volume and dynamics of turnover movements, to analyze the volume and changes in the structure of personal consumption, to analyze the seasonal characteristics of consumption and to view the overall economic trends in retail trade.

Sources and methods of data collection

Method of data collection is sample based survey.

The data are collected through a three-year survey on the turnover index in retail trade by commodity groups (TRG-16), on a sample of reporting units representing the movement of total goods turnover.

The reporting unit receives questionnaires and instructions from the competent statistical office.

The reporting method is used for data collection.

Observation units

Observation units are all companies whose main activity is retail trade and which are in the statistical business register classified in area 47 of activity classification (NACE Rev.2).

Coverage of survey

The sample frame is formed on the basis of data from the Statistical Business Register. The frame covers all active retail businesses (area 47, activity classification NACE Rev.2). Entrepreneurs and enterprises whose turnover is zero are excluded from the frame.

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 fiels, initial weight is adjusted for non-response rate.

The sample stratification is done according to the size of turnover and by groups of activities of the enterprise. Companies are classified into five classes according to size of turnover. The turnover classes are shown in Table 1.

Table 1. Class by turnover

Class	Turnover, EUR
1	0 - 24 999
2	25 000 - 199 999
3	200 000 - 999 999
4	1 000 000 - 4 999 999
5	More than 5 000 000

The sample includes all companies in the class 4 and 5 and the rest is determined by random sampling. Groups by activity are shown in Table 2.

Table 2. Groups by activity

Group	Activity (NACE Rev. 2)
1	4730
2	4711
3	4721; 4722; 4723; 4724; 4725; 4726; 4729
4	4773; 4774; 4775
5	4751;4771; 4772; 4759; 4753; 4763; 4743; 4754; 4752; 4761; 4762; 4764; 4765; 4776; 4777; 4778; 4741; 4742
6	4779
7	4791; 4781; 4782; 4789; 4799; 4791
8	4719

The allocation was done by Neyman's algorithm.

Definitions of main indicators

Total Turnover without VAT represent value of the total turnover that a company recorded during the reporting year in Montenegro and it is expressed in euro. The total turnover the company recorded is covered, whether made in the retail trade or in any other activity, without VAT.

Harmonization with EU regulations and recommendations

The survey on retail trade turnover index by commodity groups is harmonized with European Union Regulation no. 1165/98 and the NACE Rev.2 activity classification.

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

Turnover index in retail trade by commodity groups are published according to Statistical Release Calendar in Three-year release on turnover index in retail trade by commodity groups and Statistical Yearbook on web site of Statistical Office of Montenegro.

Revision of data

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

Survey on Turnover index in retail by commodity groups uses regular revisions. Large and unplanned audits are only used in the specific cases defined by the revision policy.