

METHODOLOGICAL GUIDELINES

TURNOVER INDEX IN RETAIL TRADE

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Legal basis

The legal basis for the implementation of the survey on turnover index in retail trade 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.

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The aim of statistical survey

The aim of the survey is to collect the data necessary for calculation the index of total retail trade turnover in Montenegro. 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.

Sources and methods of data collection

The source of data is the Revenue Administration, which, pursuant to the cooperation agreement concluded in Podgorica in September 2010 between the Statistical Office of Montenegro and the Revenue Administration, provides turnover data on the basis of VAT returns in electronic form.

Method of data collection is administrative.

At the end of the month, the Statistical Office receives a database in electronic form from the Revenue Administration on the following variables: turnover, calculated VAT and number of employees of all economic entities. The established research framework is paired with the available administrative database and processed.

Observation units

Observation units are all enterprises in Montenegro that have submitted VAT returns to the Revenue Administration which are in the statistical business register classified in area 47 of activity classification (NACE Rev.2).

Coverage of survey

Coverage is based on the EU Regulation no. 1165/98 for short-term statistics (Annex C) and its amendments. Total turnover in retail trade includes turnover in the following group by activities NACE Rev.2:

Table 1: Groups by activities

NACE Rev.2	Name of the activity group
G473	Turnover in retail sale of automotive fuel
G471+472	Turnover in retail trade of food
G47NF_HLTH	Turnover in retail trade of cosmetics and pharmaceuticals products
G47NF_OTH	Turnover in retail trade of other non - food products

Definitions of main indicators

Total Turnover without VAT represent value of the total turnover that a company recorded during the reporting month 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. The value of turnover without VAT in the reporting month is entered.

Harmonization with EU regulations and recommendations

Turnover index in retail trade is harmonized with the recommendations of Regulation (EU) No 1165/98 for short-term statistics, Annex C and with the Activity Classification NACE Rev.2.

Confidentiality

Data obtained from Revenue Administration 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 the framework, pairing with the administrative database, processing and dissemination of data.

Dissemination

Turnover index in retail trade is published according to Statistical Release Calendar in Quarterly release of turnover index in retail trade, Monthly Statistical Review 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 trade uses regular revisions. Large and unplanned audits are only used in the specific cases defined by the revision policy.