# QUALITY REPORT
## FOR STATISTICAL SURVEY

## ADULT PERPETRATORS
## OF CRIMINAL OFFENCES
## 2013

**Bosnia and Herzegovina**

**BHAS**

**Agency for Statistics of
Bosnia and Herzegovina**

**Sarajevo, 2015**

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# 1    Introduction – the statistical process and its results – survey methodology

## 1.1    Purpose of the survey

Agency for Statistics of Bosnia and Herzegovina publishes data on reported, accused and convicted juvenile persons in Bosnia and Herzegovina in 2013, in accordance with the Law on Statistics of Bosnia and Herzegovina ("Official Gazette of Bosnia and Herzegovina", No. 26/04). Data was obtained through statistical reports of Federal Office of Statistics, Institute of Statistics of Republic of Srpska and Agencies branch office in District Brcko.

Conducting research on crime statistics, we can see the data on adult offenders, adult perpetrators of violations and adult persons against whom criminal proceedings have been concluded.

The goal of this statistical survey is to get indicators on reported, accused and convicted adult perpetrators of criminal offences, which are an important tool to study the structure of criminality and decisions of criminal procedure bodies.

In connection with the above it should be noted that without adequate and reliable data we can not acquire the real picture on the status and trends of crime, and without which the concept of fair, efficient and humane criminal justice system and crime prevention policies would be unthinkable.

A long-term goal is the harmonisation and development of definitions, manner of data collecting, making of analysis, projects and studies. Also the comparison of the situation, structure and dynamics of crime of our and other countries, and in this contest establishment of the possible advantages, disadvantages and recommendations will bring on possible improvements strategies to fighting crime.

## 1.2    Legal basis and the duties of the statistical institutions

– Laws on statistics of Bosnia and Herzegovina and its entities;
– Multi-annual statistical programs and annual work plans for B&H and its entities;

This statistical survey is the part of the annual programme of Agency for Statistics of Bosnia and Herzegovina. According to the annual implementation of the Plan and programme for statistical activities for the year 2013, pursuant to the Law on Statistics of Bosnia and Herzegovina ("Official Gazette", No.26/04) data on adult perpetrators are collected through regular statistical surveys. The statistical survey is a joint project of three statistical institutions working as a team to develop a set of instruments to implement the survey (methodology, instructions, questionnaires, entry program), its implementation in the processing (each of the statistical institutions covering its area of jurisdiction) and data analysis.

## 1.3    Observation unit

Observation unit in this statistical survey are adult perpetrators of criminal offences.

Reporting units that submit statistics to the Agency for Statistics on adult perpetrators of criminal offences are: Federal Bureau of Statistics, Bureau of Statistics of Republic of Srpska and the branch of the Agency in District Brcko.

Adult perpetrator of a criminal offence is a person who, at the time of the offence perpetration, was 18 years of age and against whom procedure on criminal charge was either terminated.

## 1.4    Data collection

Data on adult perpetrators are collected on the basis of individual statistical questionnaires filled in by the competent courts and the competent public prosecutor's offices, which this data send to the Federal Bureau of Statistics, Bureau of Statistics of Republic of Srpska and the branch of the Agency in District Brcko.

This information in the end aggregates, processess and publishes the Agency for Statistics of B&H.

Crime in terms of statistical research ranges from the filing of a criminal offence and a misdemeanor to a final conclusion of the proceedings by the competent authority.

The reference period is the time in which the data was collected. Data is collected during the current year for the previous (reporting) year.

## 1.5    Scope

The coverage of crime as a negative social occurrence has been fully covered, since statistical survey includes all adult perpetrators.

Data is processed annually for the calendar year.

In the Agency for Statistics of B&H certain controls of the statistical survey are done, such as: control of the whole survey coverage, control for accuracy and completeness of data, calculation and logical control according to uniform criteria, data processing and tabulation.

Data obtained from the entity statistical offices and branch office of the Agency for Statistics in District Brcko are used only for statistical purposes which is published in aggregated form. The obtained data on adult perpetrators represent an official secret and can not be individually published.

## 1.6    Definitions

**Crime** in terms of statistical research ranges from the filing of a criminal offence and a misdemeanor to a final conclusion of the proceedings by the competent authority. (The State Attorney's Office, first instance courts and other judicial bodies).

**Criminal offence** is an unlawful act violating or threatening protected rights, which is, due to its dangerousness, designated as a criminal offence in the Law, and a criminal sanction is prescribed for it.

**Adult perpetrator of a criminal offence** is a person who, at the time of the offence perpetration, was 18 years of age and against whom procedure on criminal charge was either terminated.

**Reported person – known perpetrator** is an adult perpetrator of a criminal offence against whom procedure was terminated by one of the following decisions: order issued or decision

passed not to conduct investigation, investigation interrupted or terminated, or indictment filed.

**Reported person – unknown perpetrator** is a person against whom a criminal charge was filed to a Public Prosecutor's Office, and who remained unknown one year from the charge submission date.

**Accused person** is an adult person against whom an indictment, a complaint or a private lawsuit was filed to a court, and against whom a procedure was legally ended by a decision of the court either to terminate the procedure, to dismiss or reject the charge, to acquit the person of the charge, to impose a safety measure, or to pronounce the person guilty.

**Convicted person** is an adult person who was found guilty of a criminal offence and on whom one of the criminal sanctions was imposed (imprisonment, fine, conditional sentence, community service, judicial admonition), or a person who was found guilty and released from punishment.

## 1.7    Data processing

Data processing is carried out through research instruments.

Summary data from courts and prosecutors' offices in FB&H, RS and DB B&H are sent to entity statistical offices where the data is collected and after processed to the Agency for Statistics of Bosnia and Herzegovina in the form of tables.

After collecting the questionnaires, the Federal Office for Statistics and the Statistical office of Republic of Srpska, controll the coverage, accuracy of data, encryption, data entry into an application, logical and computational control.

In the entity statistical offices control of data coverage is done by comparing the number of submitted reports with the number of reports from previous years. The accuracy of data entered into questionnaires is guaranteed by the seal and signature of the prosecutor or judge who fills the questionnaires. The encryption of the crimes is carried out by the Classification of crimes, which is based on four criminal laws that are applicable in B&H, which are: the Criminal Code of the Federation of B&H, the Criminal Code of Republic of Srpska, Criminal Code of District Brcko and the Criminal Code of B&H on state level. Different criminal codes are now more harmonised than in the past but there are still some differences that affect the classification of crimes for statistical purposes. A logical connection between individual variables is defined through the detailed examination of materials and prior to encryption.

## 1.8    Publishing of results

Data on crime and adult perpetrators statistics, are collected for the whole territory of Bosnia and Herzegovina. To users only aggregated data may be available.

The resulting data are published through First release (annual periodicity).

The data is published in electronic form on the (web site of the Agency for Statistics of B&H). Thematic Bulletin of the Agency for Statistics of B&H - contains an analysis of annual data on crime statistics. All data are presented in the statistical tables for the entities and District Brcko. Data are presented in absolute and relative values (absolute numbers, percentages). Final data

of crime statistics are published in the First release on adult perpetrators and the same are presented in tables and graphs.

## 1.9    Key variables

- reported, accused and convicted adult perpetrators,

- reported adult persons of criminal offences by decisions of prosecutor's office,

- accused adult persons by type of criminal offences,

- convicted adult persons by criminal sanctions imposed.

## 1.10    Key statistics

- number of adult perpetrators, reported, accused and convicted,
- number of the most common criminal offences in relation to the total number of entries for that year,
- the total number of woman in relation to the total number of reported adult persons.

## 1.11    Questionnaire
The firts release is available on the web – page
http://www.bhas.ba/saopstenja/2015/KRIM_PUN%202012_bos.pdf

## 1.12    Contacts

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# 2    Relevance

## 2.1    Quality and performance indicator – the rate of the ESS statistics available (R1)

The statistical survey on crime statistics is in line with the laws defining the field of crime statistics at the level of the Entities and District Brcko of B&H. Crime data meet the current needs of the user.

# 3    Accuracy

### 3.1.1    Sampling error – quality and performance indicator – variation coefficient (A1)

Statistical survey on crime statistics is conducted on full coverage.

### 3.1.2    Explanations

No sampling.

### 3.1.3    Activities aiming to reduce sampling errors
No sampling.

## 3.2    Non-sampling errors

### 3.2.1   Coverage errors

At the end of the reference year all reporting units (courts and prosecutors) send to the entity statistical offices and the branch of the Agency in District Brcko, a written certificate stating that they have submitted all the reports on the cases that were completed in the year. In case which the reporting unit submits a letter stating that not everything was delivered  or completed, on that data a notice is put stating that it's incomplete, which means that it is not fully covered.

### 3.2.1.1  Quality and performance indicator – overcoverage error (A2)

When it comes to the number of reporting units errors of excessive coverage, it's almost impossible because after the decision of the prosecutor or judge for each person they complete the questionnaire. In case that for the same person and the same offence repeatedly a form is filled, matching the data in the database can be identified, and after that data can be later checked by the entity statistical offices, as well as by the branch in District Brcko, they can check the number of cases under which the leading offender is registered.

### 3.2.1.2  Undercoverage error

Entity statistical office as well as the branch of the Agency in District Brcko each year prior to submitting the forms, questionnaires, letters and instructions to the reporting units, reporting units are reviewed based on business register of bureau of statistics. Which means that each reporting unit is verified. Due to the inefficiency of the administration in completing the questionnaires and submitting them to the entity statistical offices as well as to the branch of Agency in District Brcko, it could cause the insufficient coverage of the statistical survey. To avoid that, the reporting units are asked to submit questionnaires until a certain month of the year for the previous month with a letter which states *sent*, in order to achieve full coverage. By comparing the received monthly reports with those of previous months, we can see if there is insufficient coverage and seek clarification or amendment of the reporting unit.

### 3.2.1.3 Measures taken in order to reduce the coverage errors

Excessive errors or insufficient coverage are minimized because the reporting units from entity statistical offices submitt questionnaires on a monthly basis which provides the ability to easily determine the reduction or increase in the number of submitted reports.

There is constant communication with reporting units for each case of excessive or insufficient coverage, they have to give an explanation.

## 3.2.2    Mesurement errors

### 3.2.2.1 Controls used to detect the measurement errors

Entity statistical offices and the branch of Agency in District Brcko, perform troubleshooting by contacting the reporting units. Checking for error detection measurements are performed by the examination of each submitted questionnaire. Each questionnaire has a number of cases, which means that all persons participating in a criminal offence have the same number.

### 3.2.2.2 Causes of measurement errors

The reasons for the occurrence of errors can happen if the person who filled out a questionnaire does not fill all the questions or does not give the correct answers from the decision of a judge or prosecutor.

### 3.2.2.3 Procedures in cases of measurement errors

The person responsible for methodological support for research is responsible for the elimination of errors. For this purpose the entity statistical offices establish telephone contact with the reporting unit and reviewes the report by the number of items on the report, by the records of the case in court or the prosecutor's office. Then the error is corrected if possible.

### 3.2.2.4 Quality and performance indicator – editing rate (A3)

Currently there are no accurate records on corrections in the data editing phase.

### 3.2.2.5 Measures taken in order to reduce the number of measurement errors

Agency for Statistics of B&H, together with the entity statistical offices and District Brcko, works to reduce the number of measurement errors by creating precise and understandable instructions for completing the questionnaires, which are located on the last page of each questionnaire.

### 3.2.3 Non-response errors

### 3.2.3.1 Quality and performance indicator – reporting unit non-response rate (A4)

Non-response errors are not reported, meaning that the coverage is complete.

### 3.2.3.2 Quality and performance indicator – variable non-response rate (A5)

Reporting units to the entity statistical offices and branch of the Agency in District Brcko submitt the data for variables that have been registered as an appearance in the observed period. If the data is not completed for certain variables, this means that it's the case of absence of the appearance during the reporting period.

### 3.2.3.3 Procedures in non-response cases

If data is missing, i.e. answers to specific questions are not provided (on certain variables), the entity statistical offices and the branch of the Agency in District Brcko makes a telephone connection with the reporting unit or a person from the court or prosecutor's office and with his/her help, if necessary completes the missing values.

### 3.2.3.4 Procedures used to reduce the non-response rate

The entity statistical offices and the branch of the Agency in District Brcko tend to reduce the response rate for the reference year writing precise methodological instructions relating to a specific question (variable).

### 3.2.3.5 Quality and performance indicator - imputed data rate (A6)

Agency for Statistics of B&H has no imputed data.

### 3.2.3.6    Quality and performance indicator – number of errors made, as per type (A7)

There was no number of the errors made in the microdata because the entity statistical offices and the Agency's branch in District Brcko remove them during processing.

### 3.2.3.7 Quality and performance indicator – average revision scale (A8)

They are not planned and the revision of the data was not conducted.

## 4      Timeliness and the accuracy of the release

### 4.1      Timeliness of the release

### 4.1.1    Quality and performance indicator – timeliness of first result releases (T1)

Timeliness of the first publication of research results is determined as the difference between the date of first publication and the end of the reference period.

Table 1:  Timeliness of the first results

| The reference period | 2013 |
|---|---|
| Release Date | 15.10.2013 |
| Time lag | - |

### 4.1.2    Quality and performance indicator – timeliness of final results release (T2)

First results are also final.

### 4.2      Accuracy of the release

### 4.2.1    Quality and performance indicator – accuracy of the release (T3)

The actual date of publication of data on adult perpetrators did not deviate from the planned date of publication according to the calendar publishing.

### 4.3    Reasons for major delays and the measures taken in order to improve the timeliness and accuracy of releases

There was no delay, i.e. the data is published within the deadlines.

## 5      Availability and clarity

### 5.1    Availability

### 5.1.1    Dissemination channels

Statistical data users can quickly and easily get to the available data on crime because they are published on the website of the Agency for Statistics (Statistical first release statement, First release statement on juvenile perpetrators).

The announcement of the results of crime statistics in 2013 using the following channels of dissemination:

Tabel 2: Channels of dissemination

| No. | Channels of dissemination | Used |
|---|---|---|
| 1 | Web page – internet release | YES |

| 2 | Users written requests per their specification | YES |
|---|---|---|
| 3 | The data which is released by telephone | NO |
| 4 | Digital media (CD, diskette, etc ...) | NO |
| 5 | The data presented at the news conference | YES |
| 6 | Thematic bulltin | NO |
| 7 | Specially printadepublications | NO |
| 8 | Base, available to external users | YES |
| 9 | Statistical protected microdata | YES |

### 5.1.2 Quality and performance indicator – the rate of the dissemination channels used (AC1)

The rate of the dissemination channels used is 55, 5% (5/9X100).

### 5.1.3 Dissemination modalities

The announcement of the results of crime statistics in 2013 using the following channels of dissemination:

Tabel 3: Channels of dissemination

| No. | Methods of dissemination | Used |
|---|---|---|
| 1 | Web page – internet release | YES |
| 2 | Web page of other institutions | YES |
| 3 | Web page of international organizations | YES |
| 4 | Thematic Web pages (eg. census population) | YES |
| 5 | Written requests | YES |
| 6 | Telephone intervention | NO |
| 7 | Digital media (CD, diskette, etc ...) | NO |
| 8 | The data presented at the news conference novinarskoj konferenciji | YES |
| 9 | Yearbook | NO |
| 10 | B&H in numbers | YES |
| 11 | First release – statement | YES |
| 12 | Thematic bulltin | NO |
| 13 | Special publikations | NO |
| 14 | Publications of Eurostat | YES |
| 15 | Publications of other international organizations  (OECD, IMF) | NO |
| 16 | Data bases, intended for internal use | YES |
| 17 | Base, available to external users | NO |

### 5.1.4 Quality and performance indicator – the rate of the dissemination modalities (AC2)

The rate of the channels used for the dissemination is 58, 8% (10/17X100).

### 5.1.5 Quality and performance indicator – number of visits to online database (AC3)
This should be developed in cooperation with the IT staff.

## 5.2    Clarity

Together with the data on crime statistics in the context of notifications on adult perpetrators, methodology and definitions of basic concepts and indicators are available.

### 5.2.1    Printed publications and internet publications - releases

- First release statement  »Adult pepetrators in year 2013«

#### 5.2.1.1 Disseminated results

Results for the observed year are presented as absolute values. Data is presented for adult perpetrators which are presented as absolute numbers and percentages. In addition to the tabular overview in the First release statement on adult perpetrators, the data is presented and also in the form of graphs.

#### 5.2.1.2 Level (of details) of dissemination

In statistical reports, the absolute values are shown to a certain level of detail for the level of Bosnia and Herzegovina. In the First release for adult perpetrators, types of crimes are presented by groups of offences, according to the criminal laws of the entities, District Brcko and criminal law at the state level.

#### 5.2.1.3    Metadata

Within the metadata, on the official website of the Agency for Statistics of B&H, for this survey are available basic concepts and definitions, also a methodology is available in part of the website that relates to crime statistics and First release on adult perpetrators.

Data on adult perpetrators in B&H, which are obtained by aggregating the data from entity statistical offices and by the branch of the Agency in District Brcko, and which therefore conduct the research on crime statistics, are the official data of the Agency for Statistics of B&H.

The data is published in the form of First release. First  release contains the main output data (total number of reported, accused and convicted adult perpetrators).

Statistical concepts and definitions, mostly in line with international recommendations, use the classification of offences under the criminal laws of the entities, District Brcko and criminal law at the state level.

User data needs are recognizable through the records received for the data or the number of total visits to the website of the Agency for Statistics of B&H. As for the method of measuring customer satisfaction, there is still no survey of its kind.

#### 5.2.1.4  Measures used in order to improve the clarity of disseminated results

The data is clearly displayed. There are also graphs used in the First relese statement of the data on adult perpetrators, and also the data is presented and shown by groups of offences.

#### 5.2.1.5 Quality and performance indicator – metadata completeness rate (AC4)

Not a subject of specific analysis in the context of statistics on adult perpetrators.

# 6 Comparability and compliance

## 6.1 Comparability over time

### 6.1.1 Quality and performance indicator – the length of comparable time series (CC1)

Annual data on adult perpetrators are available from 2012, when for the first time the Statistical Office of the Republic of Srpska began with the publishing of statistics on crime and since then it has been published regularly in the annual dynamics.

### 6.1.2 Interruptions within the time series

There was no interruption of the annual time series.

### 6.1.3 Other factors affecting comparability over time

There were no relevant factors that would affect the comparability over time.

## 6.2 Geographic comparability

### 6.2.1 Comparability with other members of the European statistical system

Research on adult perpetrators, regardless of the non-existence of unified legal basis, because every country has its own methods for data collection, still it could be said that the research is internationally comparable, but it's primarily used for internal or nationalpurposes.

All recommendations by EUROSTAT  in terms of this survey are complied in order to be internationally comparable. However, the biggest difference and deviations occur in the classification of offences since the classification must be based on criminal laws, and the criminal laws are different.

## 6.3 Deseasonalization

The data on crime statistics have not been deseasoned.

## 6.4 Compliance between the interim (temporary) and final data

### 6.4.1 Interim data dissemination policy

Agency for Statistics of B&H does not publish temporary data on crime statistics.

### 6.4.2 Quality indicator – compliance between the interim and final data (CC2)

First results are the final results as well. This indicator is not being calculated.

### 6.4.3 Reasons for significant differences between the interim and final data

There are no differences between the previous and the final data, because the previous results are also the final results.

## 6.5 Compliance with the reference survey results

### 6.5.1 Short description of the reference survey

The reference research is an annual survey of adult perpetrators which is carried out on the full scope of observation units for October 2014.

### 6.5.2   Quality and performance indicator - compliance with the reference data (CC3)

There are no reference surveys being conducted that could be used to compare data.

### 6.5.3   Reasons for significant deviations

There are no similar surveys being conducted.

## 7    Trade-offs between the quality output components

Not a subject to specific analysis.

## 8    Assessment of the needs and perceptions of users
### 8.1    Classification and understanding users

The key users of data on adult perpetrators are:

- public sector (Council of Ministers, Entity Governments and the District Brcko Government; Ministries for internal affairs;  Prosecutorial offices; Courts; High Judicial and Prosecutorial Council; B&H Gender Equality Agency and the entity-level Gender Centres)

- Economic operators

- Science, research and education (universities and research centres)

- General public

- Media (broadcasters and print media)

- International users (Eurostat; UNODC; USAID; UNICEF; UNDP; embassies; international media)

### 8.2.    Measuring User Perception and Satisfaction
### 8.2.1    Quality and Performance Indicator – Customer Satisfaction Index (US1)

No separate user satisfaction survey is conducted to determine level of satisfaction with this product, i.e. the Survey outputs.

### 8.2.2   Quality and performance indicator-time elapsed from the previous user satisfaction survey (US2)

No separate user satisfaction survey is conducted to determine level of satisfaction with this product, i.e. the Survey output.

## 9    Cost and Respondent/Reporting Unit Burden

### 9.1   Survey costs for the statistical office

### 9.1.1 Quality and Performance Indicator – annual operational costs, with breakdown by major cost components (PCR1)

The operative costs for conducting the statistical survey on adult perpetrators are carried through the material costs and the number of used working hours of employees of the Agency for Statistics of B&H and the Agency's branch in District Brcko.

Tabel 4: Survey costs

| Material costs (BAM) | Labour costs (BAM) | Total costs (BAM) |
|---|---|---|
| 100,00 | 720,00 | 820,00 |

## 9.2      Respondent/Reporting Unit Burden and Costs

### 9.2.1   Quality and Performance Indicator – Annual Respondent Burden in Hours and/or Financial Terms (PCR2)

Agency for Statistics of Bosnia and Herzegovina has no information of the total annual burden on respondents as the information is provided in an aggregated form from the entity statistical offices and the branch of the Agency in District Brcko, which work directly with reporting units.

Tabel 5: *Costs of reporting units and respondent burden*

| Number of reporting units | Annual number of questionnaires | Time spent on one questionnaire (hours) | Total time spent (hours) |
|---|---|---|---|
| 86 | 86 | 1,5 | 129 |

### 9.3    Measures to reduce costs and burden

Measures used for reduction of costs and burdens are kept to a minimum because the Agency for Statistics of B&H the data obtaines through the output tables which are filled in excel tables and sent by e-mail from the entity statistical offices and by branch of the Agency in District Brcko.

## 10     Confidentiality, Transparency and Protection

### 10.1   Confidentiality

Confidentiality of statistical data collected for the survey on adult perpetrators, are subject to statutory limits of confidentiality and used exclusively for statistical purposes.

For instance, in Article 27. of the Law on Statistics it's stated that "When collecting, processing, transmitting and disseminating statistical data of Bosnia and Herzegovina, the competent authorities, including the authorities at the entity level, shall take all the regulatory, administrative and technical nature necessary to protect the confidentiality of data against unauthorized access, disclosure and use. ", and in the Article 28. of the same Act, it says" People which in the performance of their duties have access to classified information must comply with the provisions of this law, even after they cease to perform their duties.

Also, in the document "Regulations on the Protection of the statistical data of the Agency for Statistics" procedures are set for ensuring confidentiality during data collection, processing and dissemination - which includes protocols for securing personal data which it has access, the rules for defining the sensitive cells in the output tables and procedures for the detection and prevention of subsequent disclosure, as well as access to microdata for research purposes to external users.

## 10.2    Transparency

The users are familiar with how to use the data from crime statistics. There were no errors in the published editions of First release on adult perpetrators, so there was no need for corrections and the publication of the above mentioned edition of First release.

## 10.3    Protection

Referred  in section 10.1.

## 11    Conclusion

In the upcoming period, it is necessary to:

In the field of crime statistics on adult perpetrators to improve the methodology and questionnaires of statistical research, in order to meet user needs and provide a full international comparability of data.

In cooperation with entity statistical offices, Ministry of Justice, the High Judicial and Prosecutorial Council of Bosnia and Herzegovina, the State Court and Prosecution, will be focused on establishing the process of completing the statistical questionnaires in the courts and prosecutors' offices.

Computer systems of courts and prosecutors offices in Bosnia and Herzegovina are connected via a CMS system, or have a unique application for entry of criminal cases and a single database. The plan is to extend existing applications in accordance with the statistical questionnaires, and that the data at the end of the reporting year, at the micro level, with high protection, is submitted to statistical offices and also processed.

In this way, the process of data exchange will be accelerated, which will help reduce the workload and costs of research in the field of crime statistics.