QUALITY REPORT FOR STATISTICAL SURVEYS

HOUSEHOLD BUDGET SURVEY

FOR 2015

BHAS

Agencija za statistiku
Bosne i Hercegovine

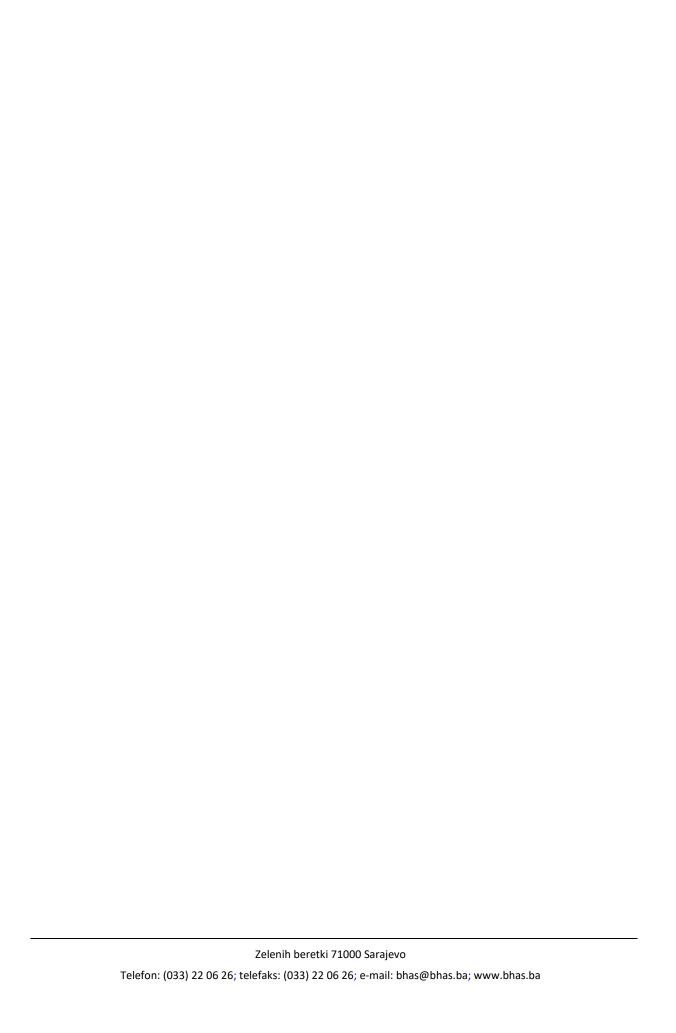Report prepared by: Dajana Mrgud

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1.   STATISTICAL PROCESS AND STATISTICAL OUTPUTS

1.1   THE PURPOSE OF THE SURVEY

The main purpose of Household Budget Survey is to collect information on the structures and levels of consumption expenditure by the main social, economic and territorial characterics of the households.. Survey collects data on household expenditures, with a particular focus on the social and economic aspects of household's living conditions and it allows both the qualitative and quantitative analysis of living standards and consumption behaviours of the households, reffering to different typologies and territorial and social contexts.

The main goal of the HBS is calculating and analysing of different household and population indicators: analysis of social and economics characteristics of the households, participation in the labour market, dwelling conditions, level and structure of the household expenditures and poverty analysis. Second, but not less importnat goal of the survey is to provide weights for the CPI construction and also inputs for National Accounts Statistics.

1.2   LEGAL BASIS AND RESPONSIBILITY OF STATISTICAL INSTITUTIONS

The Household Budget Survey is conducted in accordance with the following national legal regulations:

- Law on Statistics of Bosnia and Herzegovina (BiH Official Gazette no. 26/04 and 42/04);
- Law on Statistics in the Federation of BiH (FBiH Official Gazette No.63 / 03 and 9/09);
- Law on Statistics of the Republic of Srpska (RS Official Gazette 85/03);
- Multi-annual statistical programs and annual work plans of BiH and the Entities.

EU regulations:

HBS in EU is based on the so called »Gentlemen's Agreement, established between Member States and Eurostat and there is no official regulations for HBS. Recommendations for conducting HBS are given in the document: »Household budget surveys in the EU - Methodology and recommendations for harmonisation 1997«.

HBS is conducted in cooperation with Entity's Statistical Offices. Agency for Statistics of BiH, Federal Office for Statistics, and Institute for Statistics of Republic of Srpska worked as a team on the development of instruments for the implementation of the HBS (methodology, instructions, questionnaires, data entry and processing program), fieldwork and data analysis.

1.3   CLASSIFICATIONS USED

The classifications used are in accordance with international and EU standards. In the encoding and processing of data gathered in this Survey, the following classifications were used:

- Classification of activities KDBiH 2010, that is comparable to the classification of activities by the United Nations (ISIC Rev.4) and the classification by the European Union (NACE Rev.2),

- Classification of occupations KZBiH-08, that is comparable to the International classification of occupations (ICSO-08),

- Classification of the levels of education, that is comparable to the International standard classification of education (ISCED 2011),

- COICOP classification (COICOP 2012) of individual consumption by purpose

1.4 REPORTING UNIT

The reporting unit is member of household selected in the sample. It could be a household head or adult person who answers the questions from the questionnaire or the best knows about household expenditures and other household circumstances. Questions on subjective matter and questions on income should be answered personally (every household member should be asked). Proxy interview should be avoided here.

1.5 STATISTICAL OBSERVATION UNIT

The observation unit of the survey is a household living in a housing unit randomly selected to the sample. Demographic data are collected for all household members, while data on income are collected for all household members aged 15 and over. The criterion is that a member has lived in the household for the last 12 months and had some of the income listed in the questionnaire.

1.6 COVERAGE

Referent population for the HBS are all private households on the territory of BiH. When selecting the sample for the survey, there is a problem related to the lack of an appropriate sample frame. In order to conduct household-based surveys, in 2003, household enumeration was performed in selected enumeration areas, to update the current situation that dates from the 1991 Census. The result of this activity is the household sample frame, called the Master Sample. After 2003, the Master Sample was updated twice (2006 and 2009), in double the number of enumeration areas than it was in 2003. The 2009 Master Sample is used to choose sample for the Household Budget Survey, as well as all other household-based surveys conducted in the territory of Bosnia and Herzegovina. Sample design for the HBS is a two-stage stratified cluster sample. In the first stage were selected enumeration areas from the Master sample by a simple random sample within the stratum. Stratification was done by entities (including the Brcko District of BiH) and type of settlements (urban and other). In the second phase, within the selected enumeration areas, a selection of households was made. That is why we say that the sample is designed as a stratified two-stage random sample with 6 strata. For the purpose of HBS the Master Sample was divided on four on average equal parts (regarding the number of dwelling units). Every part is used as a frame for selecting of the dwelling units for certain quarter. This has been done bearing in mind that, perhaps, the initial size of the sample will have to change (decrease or increase) according to the reduction or increase in the non-response rate in the previous quarters of this study, with the aim of achieving around 7,600 valid responses (net sample). After the selection of the sample for each quarter, an initial allocation was made within each month and for four periods. For the purpose of fieldwork it was possible to change this, initially, defined months and periods within a quarter (where needed), but under the strict condition that the replacement of

the months can be carried out only within a quarter (not between the quarter), and that there should be no change in the final number of households by months and periods.

The sample includes only private households, no collective institutions are included.

Gross sample size was 11.547 households, 7.191 households from Federation of BiH, 3.413 households in Republic of Srpska and 943 households in District of Brcko. Number of completed interviews for BiH are 7702, for FBiH 4643, for RS 2607 and for District of Brcko 452 hh.

Initial sample size is given in Table 1.

Table 1. Initial allocation

Entity	Settlement type		Total
	G	O	
1	2.574	3.567	6.141
2	1.296	1.877	3.173
3	277	367	644
Total	4.147	5.811	9.958

However, due to the high non-response rate per quarter, with the aim of achieving around 7,600 valid interviews, the sample is quarterly increased, with the final sample size shown in Table 2.

Tabela 2. Final allocation

Entity	Settlement type		Total
	G	O	
1	3.286	3.905	7.191
2	1.506	1.907	3.413
3	457	486	943
Total	5.249	6.298	11.547

1.7 STATISTICAL CONCEPTS AND DEFINITIONS

Household consumption expenditures:

The expenditures for goods and services purchased or self-consumed by households to satisfy their needs. Also the good coming from household gardens or farms directly consumed by the household itself, the goods and services provided by the employers as salary, the imputed rent for houses occupied by the owner or used without charge are included.

Average monthly expenditures:

The ratio of the total amount spent by the households for a specific good or service , or for groups of them (the sum of the expenditures of each household), and the total number of households in Bosnia and Herzegovina.

Household:

A household is a family or other communities of people who declare that live together and spend their income to cover basic living costs, regardless of whether all members are constantly in a place where the household residence or some of them stay longer in the second town or country for work, education or other reasons.

Household head:

The person who is identified as such for the purpose of the survey, regardless of the reason (owner of house or person identified by other household members). If household members do not identify such person by themselves, normally it will be the person contributing most to the total income of the household.

Living conditions:

Living conditions of the household are determined by characteristics of the dwelling units, availability of goods and services and by expenditures for rent and housing costs.

Relative poverty line (poverty threshold)

Is set to the amount of 60% of the median equivalised household consumption expenditure. The OECD-modified equivalence scale is used to calculate equalized household size.

Equivalent household conumption expenditures:

Monthly household expenditures divided by its equivalent size, using the so-called »modified OECD equivalence scale«.

Very poor households are households which monthly household expenditures are below 50% of median of equivalized household expenditures.

Not very poor households are households which monthly household expenditures are between 50% and 60% of median of equivalized household expenditures.

Households at risk of poverty are households which monthly household expenditures are between 60% and 70% median of equivalized household expenditures.

Poverty gap

measures how much (in %) the average consumption expenditure of poor households is below the poverty threshold.

Social exclusion are defined as a process by which certain individuals are prevented from fully participating in society because of their poverty or lack of basic knowledge and opportunities for lifelong learning or as a result of discrimination.

Material deprivation or deprivation is measured by determining the non-existence of certain durable consumer goods in the household, as well as by determining the inability to satisfy needs that are considered to be typical for a decent life.

2   RELEVANCE

2.1   USERS OF STATISTICAL SURVEY DATA

The Household Budget Survey meets the needs of data users because it is prepared in accordance with EU standards and recommendations. The survey data are comparable at international level.

2.1.1   Key users of statistical survey data

The key users of the survey data are:

- Internal users: statisticians from other statistical domains;

- National beneficiaries: governments at all levels, ministries, other state institutions, economic institutes, faculties, scientists, labor market analysts, media;

- International users: Statistical Office of the EU (EUROSTAT), World Bank, UNDP, UNESCO, UNECE, OECD, European Training Foundation (ETF), USAID, Embassy.

2.1.2   Assessment of users needs

The HBS is prepared in line with international standards and recommendations and meets the needs of domestic and international users. The academic community and the scientific research institutes use the data from the survey for scientific research projects and papers in order to develop and implement the recommendations of relevant institutions to reduce the poverty and social exclusion.

2.1.3   Assessment of the perception and user satisfaction

One of the key elements in securing the quality of statistical data is monitoring users satisfaction. The first User Satisfaction Survey was conducted in 2011 and the second in 2017. According to the results of the last User Satisfaction Survey, 33,3% of the users were interested for statistics on the area income, consumption, poverty and living conditions. Total average quality score of data from this area is 3,52 (on the scale from 1-5).

2.2   COMPLETENESS OF DATA

2.2.1 Data completeness rate (R1)

The Household Budget Survey 2015 includes all the required variables according to Eurostat's recommendations. The periodicity of the surveys so far was every 3 or 4 years, and according to Eurostat's recommendations, the data transmission is required every five years. The Statistics Agency will reconcile the next year of transmission with the year of conducting the survey, and therefore the next Survey is planned for 2020.

3 THE ACCURACY AND CLARITY

3.1 SAMPLING ERRORS

3.1.1 Sampling error (A1)

Coefficients of variation and confidentiality intervals are calculated and published for the following statistics and/or variables:

	Estimate	Standard error	Lower 95% confidentiality limits	Upper 95% confidentiality limits	CV
Total monthly household consumption	1.419,48	13,75	1.392,54	1.446,42	0,97
Tobbaco	34,04	0,70	32,67	35,41	2,06
Clothes and footwear	69,55	1,83	65,97	73,13	2,63
Housing	250,86	2,80	245,37	256,35	1,12
Electricity, gas, water and other housing expenses	133,20	1,66	129,95	136,46	1,25
Furnishing and household equipment	63,47	1,55	60,44	66,50	2,44
Health	54,04	2,34	49,45	58,63	4,34
Transport	141,75	3,52	134,85	148,65	2,48
Communication	63,42	0,79	61,87	64,98	1,25
Recreation and culture	29,12	0,81	27,54	30,70	2,77
Education	7,84	0,46	6,94	8,74	5,87
Restaurants, caffe's, and catering services	31,41	1,03	29,40	33,43	3,27
Accomodation	5,47	0,50	4,49	6,44	9,07

Other products and services	97,50	1,60	94,35	100,64	1,65
Bread and cereals	58,90	0,59	57,76	60,05	0,99
Meat	100,21	1,31	97,63	102,78	1,31
Fish	12,36	0,26	11,85	12,88	2,14
Milk, cheese and eggs	64,57	0,67	63,25	65,88	1,04
Oil and fats	18,38	0,25	17,89	18,87	1,36
Fruits	31,63	0,45	30,74	32,51	1,43
Vegetables	45,91	0,56	44,82	47,01	1,22
Sugar, jam, honey, chocolate and confectionery products,	51,12	0,73	49,69	52,55	1,42
Non-alcoholic beverages	41,21	0,49	40,25	42,18	1,19
Alcoholic beverages	13,51	0,37	12,77	14,24	2,77

Data on variables in which there are less than 20 occurrences in the sample is considered statistically unreliable, and the data in the sample from 20 to 49 occurrences is considered statistically less reliable.

The labels in the publication for such information are the following:

: Data are statistically unreliable (up to 20 occurrences)

() Data are statistically less reliable (20 to 49 occurrences)

Higher reliability of such indicators is possible only in the case of increase in the sample (because it is impossible to perform a more reliable, more precise selection of the sample). On the other hand, the increase in the sample will not be necessary in situations where the data from the population census will be used as the sample selection frame, which will enable a different sample design and targeted population selection.

3.2   NON-SAMPLING ERRORS

3.2.1 Non-sampling errors - Coverage errors

3.2.1.1 Over- coverage rate (A2)

The over-coverage rate is the share of units available within the sample frame that are not part of the target population. Since we usually do not consider all frame units, but only selected in the sample, we need that share to estimate the data on the (non) relevance of the unit in the sample. One of the reasons for over-coverage is the time difference between Master sample update and sample selection.

This enables inclusion of households in which no one resides (empty housing units) which is a problem, as it changes the non-response rate that affecting the weights and the estimates.

3.2.1.2   Joint units share (A3)

This survey does not combine data from two or more sources.

3.2.1.3   Errors of under-coverage

One of the reasons for under-coverage is the time difference between updating the Master Sample and sample selection. In this way, households living in dwellings that are formed after the Master Sample update or are not listed for any reason during the Master sample update in 2009, which should be within the sample selection frame.

3.2.1.4 Measures to reduce coverage errors

Basic measures to reduce coverage errors involves regular updating the Master Sample, using data from the Population Census for a sample selection, as well as the use of administrative registers relating to population.

3.2.2   Non-sampling errors - Errors of measurement

For the Household Budget Survey 2015 data were collected by PAPI method, via paper questionnaires where there is no possibility of automatic control and checking of questions or answers. Therefore, possible errors occurred due to the work of the interviewers. Before entering the data, paper forms are visually checked and if some irregularities are found in the data, which can not be corrected on the basis of other data, the person in charge of this control establishes a telephone contact with the household and thus finds the right information on the basis of which it corrects data in the questionnaire.

Controls are included in the Blaise input program, which reduces errors caused by data entry. During the data entry to the electronic database, data is controlled for the second time through a program for entering the survey data in which logical and mathematical controls are built. If data that does not meet predefined controls is entered, the entry is stopped until the correct data is entered (so-called "hard" control). If necessary and at this stage, the household is

contacted again by telephone, in order to correct the data. There are a number of controls that warn, but allow data entry that is not in accordance with the defined control (so-called "soft" controls).

The editing / imputation phase corrects errors that are not related to the sample. This is explained in detail in Section 3.2.3.3.

3.2.2.1 The reasons for the occurrence of errors of measurement

The most common reasons for the occurrence of measurement errors are:

- insufficient expertise of interviewers
- insufficient knowledge of methodology and survey instruments by interviewers
- if the interviewer in any way suggests a response or influences the answers of the respondents (bias).
- poor field control

Measurement errors are possible at the data collection stage due to a lack of understanding of the question by respondents, especially elderly persons or due to proxy response by another member of the household. The most common mistakes are on income and consumption issues.

3.2.2.2 Measures to reduce the number of errors of measurement

Specialized training of interviewers is an important phase in this survey, as it allows interviewers to properly treat all the questions on the form which results in fewer incorrect responses. During the fieldwork each interviewer has its own controller that can help him in all situations in which requests assistance. The connection between controller and interviewer continues after the fieldwork. In order to reduce measurement errors, it is necessary to use the established network of interviewers as much as possible, which is difficult in the Household Budget Survey, because it is not implemented annualy. Also, in the next wave of the Survey, we should try to switch to using the CAPI questionnaire, which eliminates input errors.

3.2.3 Non-sampling errors – Non-response errors

3.2.3.1 Units non-response rate (A4)

Non response rate in Household Budget Survey 2015 is 30,6%.

1. Non response by settlement type

Settlement type	N (%)	Number of households who responded	Number of households who did not respond	Total sample
Urban	43,5	2.964	2.285	5.249
Rural	24,8	4.738	1.560	6.298
Total BiH	33,3	7.702	3.845	11.547

2. Non response by settlement type

Settlement type	Non response rate (%)	Non-completed interviews (%)	Complete inability of conducting interview (%)	Completed interviews	Incompleted interviews	Complete inability of conducting interview	Excluded households	Total sample
Urban	43,5	3,2	40,2	2.964	167	2.111	7	5.249
Rural	24,8	2,0	22,6	4.738	128	1.422	10	6.298
Total BiH	33,3	2,6	30,6	7.702	295	3.533	17	11.547

3. Reasons for unsuccessful interviewing

Reasons for unsuccessful interviewing	BiH	Share in non-response (%)	Rate according to type of non-response (%)
Initial refusal	1.871	53,0	16,2
Unavailability: No any information about household that can be obtained	541	15,3	4,7
Death or moving of all household members	550	15,6	4,8
Temporary absence of all household members	376	10,6	3,3
Other reasons	195	5,5	1,7
Total BiH	3.533	100,0	**30,6**

4. Reasons for unsuccessful interviewing

Reasons for unsuccessful interviewing	BiH	% Share in non- response	Rate according to type of non-response (%)
Inability to record expenditures and quantities in Diary	31	14,2	0,3
Inability to conduct Final Interview	79	36,2	0,7
Inability to record expenditures and amounts in Diary and inability to conduct the Final Interview	29	13,3	0,3
Refusal of recording expenditures and quantities in diaries	42	19,3	0,4
Refusal of the Final Interview	37	17,0	0,3
Refusal to record expenditures and quantities in the Diary and refusel of the Final Interview	77	35,3	0,7
Total BiH	218	100,0	2,6

3.2.3.2   Item non-response rate (A5)

3.2.3.3 Procedures in the case of non-response

In the case of non-response of the entire household (whether it was not found at the address or refused to participate in the Survey for some reason) imputations are not made, but the correction is done through weighting (correction of the initial weight with non-response). If data are missing, i.e the answers to certain questions (on certain variables) are not answered; first, a telephone connection with the reporting unit or a member of the household is established and, with its assistance, if necessary, complement the missing values. Exceptionally, if fails to establish a telephone connection the value of the variable is imputed. The most important part of the procedure is reflected in the localization of the error and the treatment of the item. As the Household Budget Survey used categorical and numerical variables, two different subprocesses involved the editing and imputation procedure. The localization of the error of categorical variables was characterized by the use of the Fellegi-Holt (F-H) approach, while the use of hot-deck imputation procedures was used to treat items that were missing. These approaches guarantee minimal changes in data in terms of minimal changes in the number of variables that need to be corrected to satisfy all logical relationships between variables. The procedure of editing and imputation of numerical variables was mainly based on the identification and research of outliers (extreme unreliable values of the set), i.e. at observing suspicious high / low values of observed variables. The boundaries of the acceptability regions were assessed by data analysis and finally, all missing items were imputed using the closest imputation technique (hotbed deck), i.e. a substitution of the value of a unit was made that was not wrong and which could be considered as possible to a similar unit that is being imputed.

For the Fellegi-Holt (F-H) approach, the SCIA module, an ISTAT software developed using the Fellegi-Holt (F-H) algorithm for locating random data errors and the nearest donor imputation technique, was used. Editing was done in three steps. The variables of the household types were first edited, i.e. all household-specific variables and for which editing rules specify the relationship between units (for example, the relationship with the household holder, marital status, etc.), with 8.9% of the data edited / imputed in the first step. In the second step, all the variables related to the characteristics of individual units (face level) were treated, and for which editing rules specifies the relationship between variables within the units. Data from this phase were obtained by breaking up households, i.e. a household with two members was divided into two units, with 2.1% of the data edited / imputed at this stage. In the third phase, the editing and imputation of the remaining variables of the Final Interview were performed. They were mainly related to housing, durable consumer goods, consumption habits, etc. The target unit in this case was the same as in the first step, i.e. households and in this step 7% of households / apartments were edited / imputed. When all categorical variables were edited / imputed, the numerical variables were checked. The editing / imputation of numerical variables (mainly related to expenditure) was based on the idea that the values of the variables had to be located in a predetermined part. This part can be done only on the basis of data observation and mainly based on expert experience in a given situation. When these parts (regions) were defined, items that were not within acceptable regions were considered wrong and corrected by editing / imputation.

3.2.3.4 Methods for reducing the rate of non-response

In order to reduce the rate of non-response for subsequent surveys, it is needed to use a more up-to-date sample frame - either a population census base or a regular and updated Master Sample. Also, writing more precise methodological explanations relating to a specific question (variable), better training of interviewers, public awareness about the Survey etc. can contribute to reducing the rate of non-response.

3.2.4   Imputation

3.2.4.1 Imputation rate (A7)

The variables of the household types were first edited, i.e. all household-specific variables and for which editing rules specify the relationship between units (for example, the relationship with the household head, marital status, etc.) and in the first step it was imputed 8.9% of the data. In the second step, all the variables related to the characteristics of individual units were treated, and for which editing rules specifies the relationship between variables within the units. Data from this phase were obtained by breaking up households, i.e. a household with two members was divided into two units, with 2.1% of the data edited / imputed at this stage. In the third phase, the editing and imputation of the remaining variables from the Final Interview were performed. They were mainly related to housing, durable consumer goods, consumption habits, etc. The target unit in this case was the same as in the first step, i.e. households and in this step 7% of households / apartments were edited / imputed.

3.2.5   Revisions

3.2.5.1 Average size of data revisions (A6)

Data on the size of consumption for certain items, i.e, COICOP group are revised, after the announcement of the preliminary report (mainly refers to several items from the Group "Food and Beverages"). After that, the final report and publication were published. It is not possible to estimate the average size of data revision, but the share of audited data is very small.

4   TIMELINESS AND PUNCTUALITY OF PUBLISHING

4.1   TIMELINESS

4.1.1 Time lag of first results (TP1)

Timeliness for publishing of first results is usually T (year of collecting data) + 6 months.

4.1.2 Time lag of final results (TP2)

Timeliness for publishing of final results is usually T (year of collecting data) + 12 months.

4.2   PUBLISHING PUNCTUALITY

4.2.1 Publishing punctuality (TP3)

There were delays in the publication of the Household Budget Survey 2015.

4.3   The reasons for the major delays and measures to improve the timeliness and punctuality

When publishing the results of the Household Budget Survey 2015, there were delays due to the lack of human resources and technical problems with the use of software for editing and imputation of data. This is the first time that publishing the results of the HBS has been delayed. In the previous waves all planned activities have been executed and before the deadline.

5   COHERENCE AND COMPARABILITY

5.1   COHERENCE

5.1.1 Coherence between different sources, coeff.(CH1)

The results of Household Budget Surveys are not compared with other sources of data. The results of Household Budget Surveys are internationally comparable for most indicators, as they follow the Eurostat recommendations.

5.1.2 The reasons for the major delays

The Household Budget Survey in BiH is the primary source for calculating the poverty indicators for BiH. According to the EU methodology, the poverty line is calculated as the threshold of 60% of the median monthly equalized income.

Considering the fact that according to the HBS in our country consumption is much higher than realized income and that we are in the transition period, calculating the poverty line is done according to the consumption method. Therefore, the poverty rate is not fully comparable with the rates of EU countries, but it is with the rates of countries in the region using the same calculation method.

5.2   COMPARABILITY

5.2.1 Asymmetry for mirror flows statistics, coeff. (CC1)

The coefficient of asymmetry (discrepancies) is not calculated for the Household Budget Survey.

5.2.2 Length of comparable time series (CC2)

Household Budget Survey has been conducted in BiH 2004, 2007, 2011 and 2015. Data from all waves are mutually comparable.

5.2.3 Interruptions in the time series

Not applicable. We can point out that until now the time gap between the HBS waves was 3 or 4 years, and between the last (2015) and the next wave that is planned in 2020, the gap will be 5 years. The reason is the harmonization of the year of transmission between EU countries according to Eurostat's recommendation.

5.3   GEOGRAPHICAL COMPARABILITY

5.3.1 Comparability with other members of the European Statistical System

Household Budget Survey 2015 was conducted on the basis of Eurostat's recommendations, and its results are generally comparable with other countries.

6   ACCESSIBILITY AND CLARITY, DISSEMINATION FORMAT

6.1   PRESS RELEASES WITH PUBLISHED DATA

Previous results of the Household Budget Survey 2015 have been published in a form of press release that can be found on the website of the Agency for Statistics of BiH on the following link:
http://www.bhas.ba/ankete/HBS_saopstenje_juli_BS_www.pdf

6.2   PUBLICATIONS WITH PUBLISHED DATA

The final results of the Household Budget Survey 2015 are published in a publication that can be found on the website of the Agency for Statistics of BiH on the following link:

http://www.bhas.ba/ankete/TB_HBS%202015_SR.pdf

6.3   ON – LINE DATA BASE

The on-line database for the Household Budget Survey 2015 is not available.

6.4   ACCESS TO MICRODATA

Access to micro-data for research purposes is enabled and data is provided exclusively through protocols that imply that users must indicate the purpose of using micro-data and sign a memorandum of understanding. Micro data for Household Budget Survey 2015 have not been submitted to Eurostat, except for a set of basic indicators in predefined tables upon the request.

6.5   ACCESSIBILITY OF METHODOLOGICAL DOCUMENTATION

Basic information on this research is a part of each publication. Also, more detailed research information can be found in the document:
http://www.bhas.ba/ankete/HBS2004BiH/survey0/index.html

This document is from 2004, but methodological settings are the same for all waves of the survey.

6.6   MEASURES TO IMPROVE THE USER-FRIENDLINESS

The results are clearly disseminated.

6.7   DATA SET CONSULTATIONS (AC1)

We have no information on the number of user consultations in 2015.

6.8   METADATA CONSULTATIONS (AC2)

The metadata in the form of ESMS reference metadata for this research is not on the web page. So there was no metadata consulting - web pages hits.

6.9   METADATA COMPLETENESS RATE (AC3)

Metadata completeness rate is about 95%.

7   COSTS AND BURDEN ON RESPONDENTS

7.1   COSTS OF STATISTICAL SURVEY CONDUCTION

The annual cost of conducting the Household Budget Survey is about 700,000 KM. The budget only for fieldwork during 12 months is over 500,000 KM.

7.2   RESPONDENTS BURDEN

We have no precise information on the annual respodents burden.

7.3   MEASURES TO REDUCE COSTS AND BURDENS

The measures that should be taken to reduce the cost and burden of reporting units are the following:

• Introduction of CAPI and CATI data collection systems

• Use of the Census as a framework for sample selection, which would reduce the frequency of overlapping the same households in different surveys

• Use of administrative data.

8 CONFIDENTIALITY

8.1 CONFIDENTIALITY – POLICY

Confidentiality of statistical data is regulated by law and the personnel conducting statistical surveys has the legal obligation to protect confidentiality. Law on Statistics of BiH (Off. Gazette of BiH 26/04 and 42/04 - Chapter XI - Article 23.-29.) establishes the principle of confidentiality as one of the main principles. Agency for statistics of BiH distributes statistics in line with statistical principles of the European Statistics Code of Practice and in particular with the principle of statistical confidentiality.

8.2 CONFIDENTIALITY – DATA TREATMENT

By signing the Memorandum of Understanding, data users having access to individual data are obliged to:

- treat individual anonymized data as confidential in accordance with the rules, regulations and procedures,

- ensure adequate protection of individual data in accordance with the rules, regulations and procedures,

- protect the transfer of microdata and destroy the media where the data are, as well as the accompanying documentation, five days after the publication of the results.

9 STATISTICAL PROCESSING

9.1 DATA SOURCE

The source of data for the Household Budget Survey is the household that lives at the address of the housing unit selected in the sample. The HBS is based on the sample selected households as observation units.

9.2 FREQUENCY OF DATA COLLECTION

The frequency of data collection has been every three years. From the wave of 2015, data will be collected every five years.

9.3 DATA COLLECTION

The Household Budget Survey data are collected using the PAPI method through a paper questionnaire. One member, head or the most qualified person in the household can provide answers for all members of the household. Participation of respondents is on a voluntary basis.

Fieldwork is organized in cooperation with all three statistical institutions in BiH. 77 accredited interviewers were engaged in collecting data.

9.4   DATA VALIDATION

In order to validate the data, certain editing rules are applied and previous years are compared with HBS 2015, calculation of the response rate and non-response is done, etc.

9.5   DATA COMPILATION

Data entering was carried out in three statistical institutions. Then the three raw databases at the end of the fieldwork are merged into one, and than processing, editing, imputation and analysis are jointly performed.

9.6   ADJUSTMENTS

9.6.1 Seasonal adjustment

There is no seasonal adjustment for the Household Budget Survey.

The diary of consumption is conducted in two periods of 14 days for each month during the reference period (12 months). In order to cover all the days of the year evenly, for each month, different periods of the month are selected: e.g. 1-14. and 3-17. as the first reference period and 15-28. and 18-31. as the second reference period.