

TWINNING CONTRACT

BA 17 IPA ST 01 20



Further Support to the Reform of Statistics System in Bosnia and Herzegovina



MISSION REPORT

Activity 3.B: Administrative data sources
Component 3 - Administrative Data Sources

Mission carried out by
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17 – 18 March 2022

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List of Abbreviations

BHAS	Agency for Statistics of Bosnia and Herzegovina
BiH	Bosnia and Herzegovina
CBBH	Central Bank of Bosnia and Herzegovina
EC	European Commission
EU	European Union
FBiH	Federation of Bosnia and Herzegovina
FIS	Institute for Statistics of Federation of Bosnia and Herzegovina
MS	EU Member State
RSIS	Institute for Statistics of Republika Srpska
RTA	Resident Twinning Adviser
ToR	Terms of Reference

1. General comments

This mission report was prepared within the EU Twinning Project "Further Support to the Reform of the Statistics System in Bosnia and Herzegovina". It was the second mission devoted to the use of administrative data in statistics - Component 3 of the project.

The purposes of the mission were:

- Update on the progress made since the last meeting
- Update and reschedule the work plan
- Preparation of ToR for next activity

The consultant would like to express their thanks to all officials and individuals from Bosnia and Herzegovina met for the kind support and valuable information, and which highly facilitated the work of the consultant.

This views and observations stated in this report are those of the consultants and do not necessarily correspond to the views of EU, BHAS, FIS, RSIS, CBBH, Statistics Denmark, Statistics Finland, Statistics Sweden, and The Italian National Institute of Statistics.

2. Assessment and results

The second mission was attended by representatives from the Agency for Statistics of Bosnia and Herzegovina (BHAS), Institute for Statistics of Republika Srpska (RSIS) and Institute for Statistics of Federation of Bosnia and Herzegovina (FIS).

At our previous mission in September, we agreed on some actions to be completed before this mission. One was to update the inventory list on administrative sources that was made in the previous project, and the other to list the statistical domains of interest and topics for the presentation and experiences of the MS.

During the mission, representatives of BC informed us shortly about the current situation of the project and achievements.

Representative of BHAS told us that they have updated the inventory and found new data sources in the area of energy and environment statistics. The other institutions informed that they have had only minor changes in their inventories. We stated that updating and maintaining the source list of administrative records is an ongoing task. In a way, it will never be complete, as new sources of data are constantly emerging in society and the existing ones may change.

We agreed to aim for the next mission of the project in the first half of June. The purpose of the mission will be to discuss the status of availability and use of administrative data. Also, one purpose is to initiate cooperation with selected administrative data sources. This means organizing meeting with relevant institutions and defining scope of cooperation and technical aspects etc. In addition, the experiences and the best practices on the use of administrative data of MS will be presented. Especially, presentations on use of VAT data for the production of STS statistics, tourism, transport and ICT were seen the most relevant topics. We also updated the work plan by rescheduling some of the planned actions to meet the current situation.

3. Conclusions and recommendations

In the mission, we updated the work plan (Annex 3) and agreed on a draft content of the next mission (Annex 2). Before the next mission, project members of BHAS, FIS and RSIS have to select one or more relevant statistical domains/topics for future work. We also agreed on two short online meetings to check the planned actions and agree on the next steps to ensure success in our next mission.

In the first meeting on April 19, we will discuss and agree on the ToR of our next mission based on the suggestion that representatives of BHAS, FIS, RSIS have made.

The aim of the second meeting in May (no fixed date yet) is to agree on the agenda of the meeting/seminar to be held with selected administrative body.

The following actions will be needed for moving forward as well as for preparing the next mission.

Action	Deadline	Responsible person
Selection of one or more statistical topic for future work	19 April 2022	BHAS, FIS, RSIS
Checking point/meeting: selected topics for future work and detailed ToR for next mission	19 April 2022	BHAS, FIS, RSIS
Checking point/meeting: Draft agenda of meeting/seminar with administrative bodies in June	May 2022	BHAS, FIS, RSIS

Annex 1. Terms of Reference for the current mission

Terms of Reference

EU Twinning Project BA 17 IPA ST 01 20

Component 3 - Administrative Data Sources

17th – 18th March 2022

Virtual meetings via Zoom

Activity 3.B: Administrative data sources

1. Mandatory result

The component 3 – Administrative Data Sources has one result - Inventory of administrative sources for all statistical domains prepared.

The way towards the result is assumed to be:

- Current status of availability and use of administrative data
- Identify relevant sources of administrative data at different levels of government
- Develop an inventory of administrative sources
- Establish criteria for when administrative data can be used for statistical purposes ~fit for use
- Developing methods for use of administrative data
- Train staff on how to evaluate suitability and quality of administrative data
- From the inventory of administrative sources build a list of sources that in short to medium term can be used by the statistical system
- Defines protocols for regular data transfers
- Discuss security, confidentiality and privacy issues arising from the exchange of administrative data from the data owners to the actors of the national statistical system
- Identify one or two statistics that can be used as pilot
- Pilot transfer and test production

It is expected that one or two statistical areas can be identified for pilots / case study to provide a business case for the use of administrative data.

Indicator / Relevant Milestones / Internal deadlines:

- Inventory of administrative sources available

2. Purpose of the activity

- Status on the development on the inventory
- Updated work plan
- Preparation of ToR for the next activity

3. Expected output of the activity

- Updated work plan
- Mission report
- ToR for the next activity (if possible including (tentative) time schedule)

Annex 2. Inputs for the Terms of Reference for the next mission

We agreed that the next mission of the project to have in the first half of June.

The purpose of the mission is to

- discuss on the current status of availability and use of administrative data
- initiate cooperation with selected administrative data sources. This means organizing meeting with relevant institutions and defining scope of cooperation and technical aspects etc.
- have presentations on the experiences and the best practices on the use of administrative data of MS countries. Especially the use of VAT data for the production of STS statistics, tourism, transport and ICT are the most interesting topics.

Annex 3. Working plan for Component 3: Administrative data sources

No.	MAIN ACTIVITY	COMPONENTS OF MAIN ACTIVITY*	DATE OF REALIZATION**	RESPONSIBLE INSTITUTIONS
1	INVENTORY OF ADMINISTRATIVE DATA SOURCES	Current status of availability and use of administrative data. Draft inventory list prepared.	End of September 2021	BHAS, RSIS, FIS
		Identify new relevant sources of administrative data at different levels of government	End of April 2022	BHAS, RSIS, FIS
		Road map of administrative data sources that will be used by the statistical system (2-5 years)	End of November 2022	BHAS, RSIS, FIS
		Final inventory of administrative data sources prepared.	End of the Project	BHAS, RSIS, FIS
2	METHODOLOGY FOR USE OF ADMINISTRATIVE DATA FOR STATISTICAL PURPOSES	Establish criteria for using administrative data for statistical purposes	End of June 2022	BHAS, RSIS, FIS
		Development of methods for use of administrative data	End of November 2022	BHAS, RSIS, FIS
		Training of staff on how to evaluate suitability and quality of administrative data	End of February 2023	BHAS, RSIS, FIS
		Identification of admin data source to be used for test production of official statistics	End of April 2022	BHAS, RSIS, FIS
		Documentation on security, confidentiality and privacy issues prepared. Development of protocols for regular data transfers.	End of the Project	BHAS, RSIS, FIS
		Preparation of IT request for use of administrative data sources into regular statistical production process	End of the Project	BHAS, RSIS, FIS

3	PILOT ON NEW ADMINISTRATIVE DATA SOURCE FOR STATISTICAL PURPOSES	Establishment of permanent Working group for administrative data sources	XXXXXX	BHAS, RSIS, FIS
		Identify one or two statistics that can be used as pilot	XXXXXX	BHAS, RSIS, FIS
		Preparation of activity plan with timetable for pilot	XXXXXX	BHAS, RSIS, FIS
		Agreement on data exchange	XXXXXX	BHAS, RSIS, FIS
		Pilot transfer and test production	End of the Project	BHAS, RSIS, FIS

*Activities proposed in this Plan could be changed during the IPA Project implementation

**Proposed dates are provisional

The x's above in the date of realization will be decided on at a later stage.

Annex 4. Persons met

BHAS:

Alen Bajramović
Fahir Kanlić

FIS:

Ademira Velićanin

RSIS:

Sanela Borojević
Jelena Glamocika

MS experts:

Kaija Ruotsalainen, Statistics Finland
Peter Stoltze, Statistics Denmark

RTA Team:

Niels Madsen
Larisa Muslimović

Annex 5. Notes from in-between mission meeting on 19th April

Participants

Alen Bajramovic
Fahir Kanlic
Sanela Vasiljevic
Niels Madsen
Kaija Ruotsalainen
Peter Stoltze

Agenda

1. Selection of one or more statistical topic(s) for future work
2. Finalising the Terms of Reference for the next mission
3. Scheduling of the next mission to be held onsite in BiH
4. AOB

Notes

It was unanimously decided, that value added tax (VAT) will be the main case during the mission in June. The choice of VAT is based on the fact that most (all?) participants from BC are involved in short-term business statistics (STS), and that VAT data to a certain extent are already available. Having made the choice now also enables Kaia and Peter to collect information from their colleagues directly involved in the work with STS/VAT in their respective NSIs. Many relevant topics can be identified including (but not restricted to) comparison between survey data and records from administrative registers; change of publication frequency from quarterly to monthly; validation of records in administrative registers; concepts used in administrative registers; coverage of administrative registers; written agreements (e.g. memorandum of understanding) regarding the use of administrative registers.

As a second case to be considered during the June mission, data from the Environmental Protection Fund will be considered. This institution is based in Sarajevo, so if the mission will be carried out here, it will be possible to have on-site meeting with representatives from this organization. This should be arranged in due time before the mission.

The above can be considered as non-structured input to the terms of reference (ToR) for the next mission, which was tentatively scheduled for June 8-10, 2022 (Wednesday to Friday in week number 23). An actual ToR and a tentative agenda will be prepared during a pre-mission online meeting scheduled for May 17, 2022 from 10-11 CET.

Annex 6. Notes from in-between mission meeting on 17th May

Open issues for the onsite mission were discussed:

Venue: Sarajevo

Period: Wednesday 8th June – Friday 10th June, noon.

Content: The focus will be on the use of VAT data. The MS experts will check the possibility for colleagues to participate in the mission online. The BC will try to set up a meeting with the Environment Protection Fund.

The content of this report is approved by:


MS Expert



MS Expert



BHAS Component leader



FIS Component leader

Ademira Velićanin

RSIS Component leader

Sanela Borojević

RTA

Niels Modan
