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COMMISSION REGULATION (EC) No 2702/98

of 17 December 1998

concerning the technical format for the transmission of structural business statistics (Text with EEA relevance)

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Amended by:

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(Text with EEA relevance)

THE COMMISSION OF THE EUROPEAN COMMUNITIES,

Having regard to the Treaty establishing the European Community,

Having regard to Council Regulation (EC, Euratom) No 58/97 of 20 December 1996 (¹) concerning structural business statistics, and in particular Article 12(viii) thereof,

Whereas Council Regulation (EC, Euratom) No 58/97 established a common framework for the production of Community statistics on the structure, activity, competitiveness and performance of businesses in the Community;

Whereas it is necessary to specify the technical format for the transmission of structural business statistics;

Whereas the envisaged measures are in accordance with the opinion of the Statistical Programme Committee,

HAS ADOPTED THIS REGULATION:

Article 1

The technical format referred to in Article 9 of Regulation (EC, Euratom) No 58/97 concerning structural business statistics is defined in the Annex to this Regulation.

Article 2

Member States shall apply this format for the data concerning the 1996 reference year and subsequent years.

Article 3

This Regulation shall enter into force on the 20th day following its publication in the *Official Journal of the European Communities*.

This Regulation shall be binding in its entirety and directly applicable in all Member States.

ANNEX

TECHNICAL FORMAT

1. The form of the data

The data is sent as a set of records of which a large part describes the characteristics of the data (country, year, economic activity, etc.). The data itself is a number which can be linked to flags and explanatory footnotes used for example to describe aggregations of NACE codes. Confidential data should be sent with the true value being recorded in the value field and a flag indicating the nature of the confidential data being added to the record.

In order to be precise about the nature of the data, it is necessary to distinguish the following special cases:

- data equal to zero (coded '0'): real values of zero only,
- confidential data (coded 'x'): indicates data which the Member State does not transmit to Eurostat because the data is confidential,
- missing data (coded 'm'): this is data which is currently missing but the Member State intends to supply when available,
- data not available: this is data which is not collected in a Member State.
 In this case the corresponding record is not sent.

By default, if an entire dimension (a variable, a NUTS code, a NACE code, etc.) is not collected then the corresponding records will not exist except for those which are missing because they form part of a regrouping of NACE codes. This is why it is important to distinguish data which is really missing by supplying a record (one per missing item) in which the data value is coded as 'm', and data which is really equal to zero by supplying the corresponding records in which the data value is set to 0.

2. Record structure

Records are made up of fields of *variable length* separated by semi-colons (;). The maximum expected length is shown in the table for information. In order from left to right they are:

Field	Туре	Maxi- mum length	Values
Series	A	2	1A, 1B, 2C, 3A, 4A, 4B, etc. Alphanumeric code of the series (see list below)
Year	A	4	Year in four characters e.g. 1995 for 1995
Territorial unit	A	6	Corresponds to the country code for national series or to the NUTS 95 code of the region for regional series. NUTS 95 is the new nomenclature put in place in June 1995
Size class	A	2	Code for the size class (see list below)
Economic activity	A	4	NACE Rev 1 code: e.g. the manufacture of bicycles is coded 3542, the manufacture of furniture is 36.1, transport via railways is coded 601
Form of owner- ship or FATS identifi- cation	A	2	A code distinguishing public and private enterprises (only used in industry and construction) or a code identifying the data collection method for foreign affiliates trade statistics — FATS — and the sort of FATS (only used in services) (see list below)
Location of ownership — FATS	A	2	Code for FATS corresponding to the country where ownership or control is located (only used in services)

Field	Туре	Maxi- mum length	Values
Variable	A	5	Variable code. The codes laid down in the SBS Regulation have 5 characters (see list below)
Data value	A	12	Numeric value of the data (negative values are preceded by a minus sign) expressed as a whole number without decimal places. An 'X' should be used if the data is not sent to Eurostat because the data is confidential and an 'M' should be used if the data is not sent because it is missing
Quality flag	A	1	R: revised data, M: updated data, P: provisional data
Confidentiality flag	A	1	A, B, C, D: indicates that the data is confidential and the reason for that confidentiality (see list below). A blank space indicates non-confidential data
Dominance	N	3	A numeric value less than or equal to 100. This indicates the percentage dominance of one or two enterprises which dominate the data and make it confidential. The value is rounded to the nearest whole number: e.g. 90.3 becomes 90, 94.50 becomes 95. This field is blank for nonconfidential data. This field is only used when the confidentiality flags B or C are used in the previous field
Aggregation of NACE codes	A	40	Label explaining that the data corresponds to an aggregation of several NACE codes. For example, $31.1 = 31.2 + 31.3 + 31.4$
Breakdown of products	A	6	Corresponds to CPA code (only used in distributive trades)
Turnover size classes	A	2	Codes for the turnover size classes (only used in distributive trades) (see list below)
Sales area size classes	A	2	Codes for the sales area size classes (only used in distributive trades) (see list below)
Units of data values (optional)	A	4	Optional field with codes for indicating if non-standard units have been used (see list below)

NB: A = Alphanumeric, N = Numeric

This format may be converted into a fixed format by using the maximum length of each field and right justifying the contents of each field preceded by blanks.

3. Description of the fields

3.1. The type of series

Series type	Code
Annual enterprise statistics (all sectors)	1A
Annual enterprise statistics by size class (all sectors)	1B
Annual regional statistics (all sectors)	1C
Preliminary results (all sectors)	1D
Sectoral pilot studies (sections M to O)	1E

▼B

Pilot studies on characteristics (all sectors)	1F
Pilot studies on foreign affiliates trade statistics (services)	1G
Annual enterprise statistics (industry)	2A
Environmental protection expenditure (industry)	2B
Annual enterprise statistics by size class (industry)	2D
Annual KAU statistics (industry)	2E
Annual regional statistics (industry)	2F
Multi-yearly employment statistics (industry)	2H
Multi-yearly intangible investment and subcontracting statistics (industry)	2J
Multi-yearly subcontracting statistics by size class (industry)	2K
Multi-yearly statistics on the purchase of energy products (industry)	2L
Preliminary results (industry)	2N
Pilot studies on characteristics (industry)	2P
Preliminary results (distributive trades)	3A
Annual enterprise statistics (distributive trades)	3B
Annual enterprise statistics by size class (distributive trades)	3C
Multi-yearly enterprise statistics (distributive trades)	3D
Annual regional statistics (distributive trades)	3E
Multi-yearly regional statistics (distributive trades)	3F
Annual enterprise statistics (construction)	4A
Annual enterprise statistics by size class (construction)	4D
Annual KAU statistics (construction)	4E
Annual regional statistics (construction)	4F
Multi-yearly employment statistics (construction)	4H
Multi-yearly intangible investment and subcontracting statistics (construction)	4J
Multi-yearly subcontracting statistics by size class (construction)	4K
Multi-yearly statistics on the purchase of energy products (construction)	4L
Preliminary results (construction)	4N
Pilot studies (construction)	4P

3.2. Territorial unit

This code corresponds to the country for national series or to the region for regional series (series 1C, 2F, 3E, 3F, 4F). It is based on the NUTS 95 code. For regions, two characters are added to the two characters for the country (see NUTS 95).

Country	Code
Belgium	BE
Denmark	DK
Germany	DE
Greece	GR
Spain	ES
France	FR

Ireland	IE
Italy	IT
Luxembourg	LU
The Netherlands	NL
Austria	AT
Portugal	PT
Finland	FI
Sweden	SE
The United Kingdom	UK
Iceland	IS
Liechtenstein	LI
Norway	NO
Switzerland	СН

3.3. Size classes

Each size class corresponds to a code. Most series cover all size categories and hence code 30 is the most appropriate.

All codes from 01 up to 53 refer to the number of persons employed. Codes 80 to 85 refer to gross premiums written.

Employment size class	Code
	01
0	
1—9	02
0—9	03
10—19	04
0—19	05
1—19	06
20—49	07
50—99	08
20—99	09
10—99	10
100—249	11
100—199	12
200—249	13
250—499	14
200—499	15
100—499	16
500—999	17
1 000—1 999	18
2 000—4 999	19
1 000—4 999	20
5 000 +	21
1 000 +	22
500 +	23
250 +	24
100 +	25
20 +	26
10 +	27
Total	30
Total	50

V D	▼	В
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0—2	40
1—2	41
3—9	42
3—19	43
200 +	44
1	45
2	46
3—4	47
5—9	48
1—49	49
10—49	50
2—4	51
50—249	52
1—4	53
2-9	54

▼<u>M1</u>

Code
80
81
82
83
84
85

3.4. Economic activity

This field is used for the NACE Rev.1 heading. A number of standard aggregates are foreseen by the SBS Regulation and should be coded as follows.

Economic activity standard aggregates	Code
55.1 + 55.2	55A
55.3 + 55.4 + 55.5	55B
60.21 + 60.22 + 60.23	602A
63.1 + 63.2 + 63.4	63A
71.1 + 71.2	71A
74.11 + 74.12 + 74.14 + 74.15	741A
74.2 + 74.3	74A

Non-standard aggregates should be indicated in the 'Aggregation of NACE codes field'.

3.5. Form of ownership or FATS identification

This field is used either for breakdowns according to form of ownership (only used in industry and construction) or FATS identification (only used in services). There are no series that breakdown by both classifications.

The requirements concerning the breakdown of characteristics following the location of ownership or control (FATS) are part of Annex 1, section 10, para-

graph 3 of Regulation (EC, Euratom) No 58/97. Thus data collection is subject to testing.

The data concern a breakdown of totals by the country or geographical region where ownership or control is located. Three pieces of information are required:

- the method used for the collection: ultimate beneficial owner or 'first shot' information,
- the kind of FATS: inward/resident FATS or outward FATS,
- the country where ownership or control is located or for outward FATS where, for example, turnover is generated or employment is located.

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Form of ownership (or FATS identification)	Code
FATS identification: ultimate beneficial owner (UBO) data on inward FATS	30
FATS identification: 'First shot' data on inward FATS	40
FATS identification: ultimate beneficial owner (UBO) data on outward FATS	50
FATS identification: 'First shot' data on outward FATS	60

▼<u>B</u>

3.6. Location of ownership — FATS

Only used in services.

The codes to be used are those also used for balance of payments statistics (the same as the above codes in section 3.2). Country codes and other area codes (an incomplete list) are shown at the end of this format.

▼M1

3.7. Variable

Variable title	Code
Number of enterprises	11110
Number of births of enterprises	11120
Number of deaths of enterprises	11130
Number of local units	11210
Number of kind-of- activity units	11310
Turnover	12110
Production value	12120
Gross margin on goods for resale	12130
Value added at market prices	12141
Value added at factor cost	12150
Income from ordinary activities	12160
Gross operating surplus	12170
Financial surplus	12180
Gross ordinary surplus	12190
Profit or loss for the year	12200
Total purchases of goods and services	13110
Purchases of goods and services purchased for resale in the same conditions as received	13120
Other purchases of goods and services	13130
Payments for agency workers	13131
Change in stocks of goods and services	13210

▼M1

Variable title	Code
Change in stocks of goods and services purchased for resale in the same condition as received	13211
Change in stocks of raw materials and consumables	13212
Change in stocks of finished products and work in progress manufactured by the unit	13213
Personnel costs	13310
Wages and salaries	13320
Social security costs	13330
Operating costs linked to buildings and equipment	13410
Payments for long-term rental and operational leasing of goods	13411
Cost of selling	13420
Other operating costs	13430
Turnover from intra-Community deliveries of goods and services	14110
Turnover from extra-Community exports of goods and services	14120
Turnover from non-domestic sales	14130
Turnover from domestic sales	14140
Intra-Community acquisitions of goods and services	14210
Extra-Community imports of goods and services	14220
Non-domestic purchases of goods and services	14230
Domestic purchases of goods and services	14240
Gross investment in tangible goods	15110
Gross investment in land	15120
Gross investment in buildings, structures, construction and alterations	15119
Gross investment in existing buildings and structures	15130
Gross investment in construction and alteration of buildings	15140
Gross investment in machinery and equipment	15150
Sales of tangible investment goods	15210
Net investment in tangible goods	15250
Value of tangible goods acquired through financial leasing	15310
Acquisitions of intangible fixed assets	15410
Gross investment in concessions, patents, licenses, trade marks and other similar rights	15420
Marketing expenditure	15430
Gross investment in software	15440
Investment in purchased software	15441
Investment in software produced by the unit	15442
Purchases of shares and participating interests	15610
Sales of shares and participating interests	15620
Net purchases of shares and participating interests	15650
Number of persons employed	16110
Number of unpaid persons employed	16120
Number of employees	16130
Number of part-time employees	16131
Number of homeworkers	16135
Number of employees in full-time equivalent units	16140
Number of hours worked by employees	16150

Variable title	Co
Number of enterprises having an association or cooperation agreement with other enterprises	17110
Information on forms of trading by enterprises	1731
Number of retail stores	17320
Category of sales space for retail stores engaged in retail trade	1733
Sales space	1733
Number of fixed market stands and/or stalls	17340
Turnover from agriculture, forestry, fishing and industrial activities	18100
Turnover from the principal activity at the NACE Rev.1 three-digit level	18110
Turnover from industrial activities	1812
— Turnover from industrial activities excluding construction	1812
— Turnover from construction	1812
Turnover from services activities	18150
Turnover from trading activities of purchase and resale and intermediary activities (agents)	18160
Breakdown of turnover by product (according to Section G of the CPA)	18210
— Turnover from building	1831
— Turnover from civil engineering	1832
Purchases of energy products (value)	2011
Purchases of solid fuels (in value)	2011
Purchases of petroleum products (in value)	2011
Purchases of natural and derived gas (in value)	2011
Purchases of renewable energy sources (in value)	2011
Purchases of heat (in value)	2011
Purchases of electricity (in value)	2011
Investment in equipment and plant for pollution control, and special anti-pollution accessories (mainly end of pipe equipment)	2111
Investment in equipment and plant linked to cleaner technology (integrated technology)	2112
Total current expenditure on environmental protection	2114
Total intra-mural R&D expenditure	2211
Total number of R&D personnel	22120
Payments to subcontractors	2311
Income from subcontracting	2312
Percentage share of turnover to resale traders: retail traders	2511
Percentage share of turnover to professional users (wholesalers, others)	2511
Percentage share of turnover to final consumers (retail trade activity)	2511
Percentage share of purchases from wholesalers, purchasing groups	2521
percentage share of purchases from producers	2521
Gross value added per person employed (labour productivity)	9111
Gross value added per unit labour cost (wage-adjusted labour productivity)	9112
Gross value added per employee	9113

▼M1

Variable title	Code
Gross value added per employee FTE	91140
Gross value added per hour worked by employees	91150
Labour cost per employee (unit labour cost)	91210
Labour cost per employee FTE	91220
Labour cost per hour worked by employees	91230
Share of employers' social charges as a percentage of wages and salaries	91310
Gross operating surplus/turnover (gross operating rate)	92110
Turnover from non-domestic sales as a share of turnover	93110
Turnover from domestic sales as a share of turnover	93120
Non-domestic purchases as a share of total purchases	93210
Domestic purchases as a share of total purchases	93220
Share of principal activity in turnover (degree of specialisation)	94110
Share of value added in manufacturing total	94210
Share of value added in industry total	94220
Share of employment in manufacturing total	94310
Share of employment in industry total	94320
Ratio of stocks of finished products and work in progress to production value	94410
Share of R&D expenditure in value added	95110
Share of R&D employment in the number of persons employed	95120
Share of environmental protection investment in total tangible investment	95210
Share of environmental protection expenditure in total purchases of goods and services and labour cost	95220

▼<u>B</u>

3.8. Data value

Monetary data is expressed in thousands of national currency units except for:

- Ireland: data is given in units (IEP),
- Spain, Greece and Italy: data is given in millions of national currency

In order to be precise about the nature of the data, it is necessary to distinguish the following cases:

- data equal to zero (coded '0'): real values of zero only,
- confidential data (coded 'X'): indicates data which the Member State does
 not transmit to Eurostat because the data is confidential. A flag should
 also be used to indicate that the data is missing due to confidentiality
 (see 3.10 below),
- missing data (coded 'm'): this is data which is currently missing but the Member State intends to supply when available,
- data not available: this is data, which is not collected in a Member State.
 In this case the corresponding record is not sent.

By default, if an entire dimension (a variable, a NUTS code, a NACE code, etc.) is not collected then the corresponding records will not exist excepts for those which are missing because they form part of a regrouping of NACE codes. This is why it is important to distinguish data which is really missing by supplying a record (one per missing item) in which the data value is coded as 'm'.

3.9. Quality flag

Data type	Code
Revised data	R
Updated data	M
Provisional data	P

Revised data refers to data which are sent for a second (or more) time and are corrections of data which have been previously sent. Updated data concerns data which was not previously available and was coded as missing in the data value field (see 3.8) but has since become available. The flag indicating provisional data should be used in order to indicate that it is likely that that the data being transmitted may be corrected.

3.10. Confidentiality

Member States are asked to clearly indicate confidential data using the flags listed below

Countries which cannot send confidential data are asked to set the value to x (see 3.8) and to indicate using a flag that the data is missing due to confidentiality.

Reason for confidentiality	Flag
Too few enterprises	A
One enterprise dominates the data	В
Two enterprises dominate the data	С
Confidential data due to secondary confidentiality	D

3.11. Turnover size classes

The size classes below are measured in million ECU.

Turnover size class	Code
0—1	01
1—2	02
2—4	03
4—5	04
5—10	05
10—20	06
20—50	07
50—200	08
200—1 000	09
1 000 +	10
2—5	11
200 +	12
	1

3.12. Sales area size classes

Sales area size class	Code
less than 120 m ²	01
120—399 m²	02

Sales area size class	Code
400—999 m²	03
1 000—2 499 m²	04
2 500—4 999 m²	05
5 000—9 999 m²	06
10 000 and more m ²	07

3.13. Units of data values

This field is optional and allows Member States to specify which units have been used for the data values used in the data transmission. The correct implementation of section 3.8 makes it unnecessary to use this field.

Units	Code
Units	UNIT
Thousands	1 000
Millions	MIO
National currency in units	NC
National currency in thousands	KNC
National currency in millions	MNC
Ecu in units	ECU
Ecu in thousands	KECU
Ecu in millions	MECU
Square metre	m ²
Index	INDX
%	PCT

4. Examples of records

Example 1: Aggregation of NACE-codes

Series 2A data for 1995 for Germany. The NACE code 231 contains the aggregation of codes 231 + 232 + 233 for variable 16 11 0: number of persons employed. It is not confidential.

2A;1995;DE;30;231;;;16110;2700;M;;;231 = 231 + 232 + 233;

Example 2: Confidential data: too few enterprises

Total wages and salaries (DEM 12 124 million) for the manufacture of iron and steel (NACE 271) in 1995 in the region of Fribourg (series C) is confidential because there are too few enterprises. This is revised data.

2C;1995;DE13;30;271;;;13320;12124000;R;A;;;

Example 3: Confidential data: dominance by one enterprise

The number of persons employed (2 700) in France in 1996 for enterprises of 250 to 499 employees for NACE 141 is confidential. One enterprise dominates the data and represents 92 % of employment. This is provisional data.

2D;1996;FR;14;141;;;16110;2700;P;B;92;;

Example 4: Size class data: sales area in retail trade

The turnover of the retail sale of foods (NACE Rev.1 52.2) in Luxembourg in 1996 for a sales space of 120 to 399 m^2 was LUF 1 000 million. It is updated data.

3C;1996;LU;30;522;;;12110;1000000;M;;;;;02

Example 5: Inward FATS in road freight transport

In 1995 the number of enterprises (code 11110) in the Netherlands in road freight transport owned or controlled by an enterprise in the USA, following

the concept of ultimate beneficial ownership (UBO), is 4. The data is provisional. It concerns Annex 1 data and the specification on the data value is added.

1G;1995;NL;30;6024;30;US;11110;4;P;;;;UNIT

5. Type of magnetic media

In order to facilitate reading the data, the data must be supplied on 3,5" diskette.

6. Other methods

Upon written request Eurostat can provide Member States with electronic questionnaires for the service sectors using Microsoft Excel. The request should be made well in advance of the planned date of data delivery.

INCOMPLETE EXAMPLE SET OF CODINGS FOR FAT STATISTICS

Codings to be used are those used for balance of payments statistics (1)

Name	Code
Albania	AL
Andorra	AD
Argentina	AR
Aruba	AW
Australia	AU
Austria	AT
Bahamas	BS
Belgium	BE
Bosnia and Herzegovina	BA
Brazil	BR
Bulgaria	BG
Canada	CA
Chile	CL
China	CN
Croatia	HR
Cyprus	CY
Czech Republic	CZ
Denmark	DK
Finland	FI
France	FR
Germany	DE
Greece	GR
Hong Kong	HK
Hungary	HU
Iceland	IS
India	IN
Indonesia	ID
Ireland	IE
Israel	IL
Italy	IT
Japan	JP
Korea, Republic of (South Korea)	KR

⁽¹⁾ Except for the United Kingdom for which the code 'UK' is to be used instead of GB.

Name	Code
Latvia	LV
Liechtenstein	LI
Lithuania	LT
Luxembourg	LU
Netherlands	NL
Netherlands Antilles	AN
New Zealand	NZ
Norway	NO
Poland	PL
Portugal	PT
Republic of South Africa	ZA
Romania	RO
Russia	RU
Saudi Arabia	SA
Singapore	SG
Slovakia	SK
Slovenia	SI
Spain	ES
Sweden	SE
Switzerland	СН
Taiwan	TW
Turkey	TR
Ukraine	UA
United Kingdom	UK
United States of America	US

 $(^{\scriptscriptstyle 1})$ Except for the United Kingdom for which the code 'UK' is to be used instead of GB.

Name	Code	Type
Africa	E4	GEO
African ACP countries	В6	ECO
African, Caribbean and Pacific countries (Lomé Convention)	В5	ECO
America	E7	GEO
American Oceania	F9	GEO
Asia	F2	GEO
Asia-Pacific economic cooperation	D1	ECO
Asian NICs of the second wave of industrialisation	C1	ECO
Australia, Oceania and other territories	F7	GEO
Australian Oceania	F8	GEO
Baltic countries	E3	GEO
Belgo-Luxembourg Economic Union	A3	ECO
Caribbean ACP countries	В7	ECO
Central American countries	E9	GEO
Central and South African countries	E6	GEO
Commonwealth of Independent States	C6	ECO
Core newly industrialised countries	В9	ECO
Countries from the Association of South-East Asian Nations	В3	ECO

Countries from Central and Eastern Europe	A9	ECO
Countries from Mashreq	C8	ECO
EUR12 (intra EUR12)	A2	ECO
EUR15 (intra EUR15)	D2	ECO
Europe	E1	GEO
European countries not EU or EFTA	E2	GEO
European Economic Area	A6	ECO
European Free Trade Association	A5	ECO
Extra EUR12	A4	ECO
Extra EUR12 not allocated	Z4	ECO
Extra EUR15	D4	ECO
Extra EUR15 not allocated	Z8	ECO
French Franc zone	C5	ECO
Gulf Arabian Countries	F4	GEO
Intra EUR12 not allocated	Z2	ECO
Intra EUR15 not allocated	Z6	ECO
Latin America	B2	ECO
Latin American NICs of the second wave of industrialisation	C2	ECO
Maghreb countries	C7	ECO
Mediterranean Basin countries	С3	ECO
Mercosur (Southern Cone Common Market)	С9	ECO
Near and Middle East countries	F3	GEO
New Zealand Oceania	G1	GEO
North African countries	E5	GEO
North American countries	E8	GEO
North American Free Trade Association	B1	ECO
OECD countries	A8	ECO
Offshore financial centres	C4	ECO
Organisation of Petroleum Exporting Countries	B4	ECO
Other Asian countries	F6	GEO
Other Near and Middle East countries	F5	GEO
Pacific ACP countries	В8	ECO
Polar regions	G2	GEO
South American countries	F1	GEO
World (all entities)	A1	ECO
World not allocated	Z1	ECO
	l	