



# **Palestinian Central Bureau of Statistics**

## **Economic Surveys Series**

### **Construction Contractors' Survey – 2009**

**User's Guide**

## **Table of Contents**

Concepts and Definition

Survey Questionnaire

Data Set Linkage

Target Population

Sample and Frame

Reference Date

Data Collecting

Response Rate

Data Quality

## Concepts and Definitions

This chapter presents the definitions of the concepts used in the preparation of the survey tools on which data collection and processing are based. These concepts and their definitions are based on international recommendations in the fields of economic statistics and national accounts while taking into account the particular aspects of the Palestinian Territory.

### **Enterprises Sectors:**

According to SNA1993, they are government, household, non-profitable enterprises, finance and non-finance companies. For industrial enterprises they are either household sector or non-finance companies.

### **Employed Persons:**

Males and females working in the enterprise including owners, self-employed, unpaid family members, or waged workers who receive their compensations in cash or in kind during a specific reference period. However, this term does not include trainees or those on assignments outside the enterprises or in long unpaid leaves.

### **Compensations of Employees:**

Compensations of employees include salaries, wages, and other cash or in-kind benefits during the survey period.

### **Production:**

Production refers to the value of goods and services produced in a certain period as a result of a main or secondary productive activity. This includes fixed assets produced for the use of the enterprise. Henceforth,  $\text{production} = \text{Value of production from main activity} + \text{Value of production from secondary activity} + \text{Value of own capital formation of enterprises}$ . Production was calculated according to the market value, which represents the producer price plus value added tax on produced goods and services.

### **Intermediate Consumption:**

It refers to the value of production inputs, i.e., inputs used in the production of goods and services. Henceforth,  $\text{intermediate consumption} = \text{value of raw material} + \text{other production expenses}$ .

### **Value Added**

It refers to production minus intermediate consumption.

### **Principal Economic Activity:**

The principal economic activity is the activity that contributes to the largest value added in enterprises practicing more than one activity.

**Operating surplus:** Value added minus (compensation of employees plus net taxes on production minus subsidies and custom fees plus depreciation).

**Gross Fixed Capital Formation:** It is measured by value of acquisitions less disposals of new or existing fixed assets.

### **Taxes on production less subsidies:**

Taxes assessed on producers with respect to the production, sale, purchase or use of goods and services, less production subsidies.

## Survey Questionnaire

The questionnaire used for this survey has much in common with other questionnaires in the economic survey series. The design of the questionnaire takes into account major economic variables pertaining to the examined phenomenon and meets the needs of the Palestinian National Accounts. Two forms of questionnaires are used a shorter version of the questionnaire used for the enterprises belonging to the household sector and branches, the detailed form used for other sectors.

### Data Set Linkage

There are two group of data file in this CD-ROM:

**1) Data for Palestinian Territory which used the detailed questionnaire ):** There are 11 data file in this CD-ROM, with one key variable in each file to allow the linkage between these files. The following table describes the files names content and identification variables.

File Name	Content	Identification Variables
Econ09_main	Identification data	Est_no:Enterprise number
Fixed09_Assets	Data about enterprise assets.	Est_no:Enterprise number
Good09_selling	Purchasing goods for selling purpose.	Est_no:Enterprise number
Labor09_Salaries	Employment and Employees Remuneration	Est_no:Enterprise number
Pays09_Drafts	Various payments and transfers	Est_no:Enterprise number
Prod09_Expend	Other Production Expenditures( Services offered by Others)	Est_no:Enterprise number
Prod09_Materials	Commodity Products	Est_no:Enterprise number
Raw09_Materials	Goods Production Inputs	Est_no:Enterprise number
Services09_Income	Revenues of Services Rendered to Others	Est_no:Enterprise number
Taxes09_Fees	Fees and Taxes on Production	Est_no:Enterprise number
Different09_Income	Various transfers and revenues	Est_no:Enterprise number

**2) Data for Palestinian Territory which used the short questionnaire (for the enterprises belonging to the household sector and branches):** it collect 10 data files with one key variable in each file to allow the linkage between these files.

File Name	Content	Identification Variables
Econ09_main	Identification data	Est_no:Enterprise number
Fixed09_assets	Data about enterprise assets.	Est_no:Enterprise number
Goods09_selling	Purchasing goods for selling purpose.	Est_no:Enterprise number
Labor09_salaries	Employment and Employees Remuneration	Est_no:Enterprise number
Cont 09_Output	Output from the main activity	Est_no:Enterprise number
Prod09_expend	Other Production Expenditures( Services offered by Others)	Est_no:Enterprise number
Prod09_materials	Commodity Products	Est_no:Enterprise number
Raw09_Othermate	Goods Production Inputs	Est_no:Enterprise number
Services09_Income	Revenues of Services Rendered to Others	Est_no:Enterprise number
Taxes09_Fees	Fees and Taxes On Production	Est_no:Enterprise number

### Target Population

Palestinian Central Bureau of Statistics (PCBS) depend on Industrial Standard International Classification for all economic activities, revision 3, (ISIC-3) which published by United Nations, in the basis of this enterprises classified in general record which used in PCBS and depend on the establishments census 2007, properly its main economic activities, Construction survey covers all establishments of the following main activities:

1. Site preparation (4510).
2. Building of complete constructions (4520).
3. Building installation (4530).
4. Building completion (4540).
5. Renting of equipment with operator (4550).

## **Sample and Frame**

The number of enterprises in Construction Contractors Survey for the base year 2009, amounted to (495) enterprise, which form the whole frame distributed in all the West bank and Gaza Strip governorates, depending on the establishments census 2007 in determining the frame of contractors enterprises.

**Sample design:** for all enterprises engaged in economic activities has been done, without sampling techniques (comprehensive counting for all construction activities was adopted).

## **Reference Date**

That period which data collected about: The data collected about the attribution year 2009.

## **Data Collecting**

### **Selection and Training of Field workers**

Field workers are subjected to personal interviews and undergo certain practical and theoretical training to provide them with the key components and the definitions of the questionnaire. The best trainees who pass the theoretical and practical training chosen to collect data.

### **Fieldwork Management and Organization**

Fieldwork directorate supervises data collection and coordinate to the fieldworkers to perform the set plans for each survey. The fieldwork staff constitute of coordinators, supervisors in addition to the editing staff. Implementing this mission requires the existence of district offices close to working areas to be used as centers for fieldwork staff and fieldwork tools.

### **Data Gathering Method:**

Data are gathered by using an interview with the enterprise owner or general manager by applying the survey questionnaire.

### **Fieldwork editing**

Fieldworkers and supervisors make an initial formal and technical editing depends on prepared editing rules.

### **Office Editing**

The filled questionnaires are subjected to editing where the inaccurate questionnaires resend to the fieldwork again to correct the mistakes and to complete the missing parts.

### **Coding**

After the editor finishes editing the questionnaire, a coding are used according to (ISIC – 3), then the questionnaire is transferred to data entry.

## **Response Rate**

## Definitions

### **A: Non response:**

1. Temporarily closed
2. Completely closed
3. Could not reach the address
4. Refusal
5. The Balance isn't ready
6. Israeli Ownership
7. Different Ownership
8. Other

### **B: Over Coverage:**

1. Enterprises practice economic activities out of the survey.
2. Repeated
3. Central government
4. Agricultural Appropriation
5. Branch Keep No Records
6. Isn't an Establishment as Recognized
7. Branch Keeps Records & the Center Out of the Sample

1. Net Sample = sample – over coverage.

2. Over coverage rate =  $\frac{\text{over coverage cases}}{\text{Sample}} * 100$

5. Non responding rate =  $\frac{\text{total number of non responding cases}}{\text{Net sample}} * 100$

6. Responding rate = 100 – non-responding rate.

### **Values of Response Rates:**

The original sample of the Palestinian Territory was (495) enterprise in the Construction Contractors survey.

- Non-response cases was 70.
- Over coverage cases was 45.
- Net sample: 495-45 = 450
- Response rate: 84.5%.
- Non-response rate: 15.5%.

## **Data Quality**

### **Non-Statistical Errors**

These types of errors could appear on one or all the survey stages that include data collection and data entry:

Response errors: these types of errors are related to, responders, fieldworkers, and data entry personnel. To avoid mistakes and reduce the impact there has been a series of actions that would enhance the accuracy of the data through a process of data collection from the field and the data processing.

### **Fieldwork**

- Selection of specialized fieldwork team of economic background; the team was trained theoretically and practically on the survey questionnaire.
- The main fieldwork team was selected according to the training course.
- Field work visits by both fieldwork and project management staff for monitoring and following up data collection process and progress of work. There was an average of two visits for each governorate. About 95% of completed questionnaires was reviewed and corrected if needed; comments and notes were directed to the team accordingly.
- Different levels of supervision and monitoring took place according to the following division:
  - Fieldworkers
  - Fieldworkers supervisors
  - Fieldwork coordinator. (Each of them has responsibilities in monitoring )

Project management receive a daily progress report about completeness and response.

- Conducting a refresher training course during the stage of data collection for emphasizing the main issues of training and answering questions of fieldworkers about issues faced in the field.
- Some institutions were visited by the researchers again to confirm the accuracy of the data that was given to researchers and that was called the interview. These institutions were selected randomly by withdrawing a random sample of 10% of the original sample of the survey, and then the data were compared with data from series surveys.

### **Data processing:**

For insuring quality and consistency of data, a set of measures was taken into account for strengthening accuracy of data as follows:

- Preparing a data entry program before data collection for checking readiness of the program for data entry.
- A set of validation rules were applied on the program for checking consistency of data.
- Efficiency of the program was checked through pre-testing by entering a few questionnaires, including incorrect information, for checking its efficiency in capturing these information.
- Well trained data keyers were selected and trained for the main data entry.
- Weekly or biweekly data files were received by project management for checking accuracy and consistency, notes of correction are provided for data entry management for correction.

### **Notes on Data:**

1. Financial data was collected by NIS, US \$ and JD.
2. There are some zero values due to either that such values are low, or unavailable in some enterprises of the selected sample
3. The percentage of non-response data in the Gaza Strip in 2009 was high.

**Exchange rates**

US \$ / NIS = 3.9280

US \$ / JD = 0.7028