

Reference Metadata in ESMS 2.0 structure

Statistical survey on labour costs

LC_ACT_A_EN_2024_1

Reference Metadata in ESMS 2.0 structure

1	Contact
1.1	Contact organisation
State Statistical Office	
1.2	Contact organisation unit
Department for wages	
1.3	Contact name
Jane Mircheski	
1.4	Contact person function
Associate	
1.5	Contact mail address
"Dame Gruev" 4, 1000 Skopje, Republic of North Macedonia	
1.6	Contact email address
jane.mirceski@stat.gov.mk	
1.7	Contact phone number
00389 2 3249 428	
1.8	Contact fax number
00389 2 3111 336	
2	Metadata update
2.1	Metadata last certified
30/01/2024	
2.2	Metadata last posted
30/01/2024	
2.3	Metadata last update
30/01/2024	

3	Statistical presentation
3.1	Data description
Annual average of the employer's costs per employee, cost of gross wages, costs of additional social contributions, costs of training and professional development, data on actual hours worked and data on paid working hours.	
3.2	Classification system
National Classification of Activities - NKD Rev. 2; Nomenclature of Territorial Units for Statistics - NTES, 2013.	
3.3	Sector coverage
All sectors from B to S according to NKD Rev.2.	
3.4	Statistical concepts and definitions
<p>Employers are persons who own or manage the business entities and the units within it.</p> <p>Employees – the total number of employees who were based on an employment relationship on an indefinite or fixed-term basis and who received compensation regardless of the type of working time (full-time/part-time).</p> <p>The costs of the employer for the labor of the employees include salary compensations in cash or in kind, social contributions, costs for professional training of the staff, other additional costs, and the subsidies received for the employer are subtracted.</p> <p>Employee benefits include full-time, shorter-than-full-time, and longer-than-full-time wages (overtime); salary allowances for annual leave, public holidays, paid leave for up to seven days, paid leave for professional education, sick leave for up to 30 days, etc.</p> <p>Gross salary includes net salary paid, personal tax paid and contributions paid for pension and disability insurance, health insurance, for employment, for occupational disease for all employees including new hires/trainees. covers all cash payments made to employees before the payment of deductions for social contributions and taxes by the employer on account of the employee. Salaries and wages include bonuses, piece pay, shift work, allowances, honoraria, tips and cash gifts, commissions and rewards in kind.</p> <p>Direct payments, bonuses and allowances include direct payments, bonuses and allowances such as social security contributions and taxes paid by the employer on behalf of the employee.</p> <p>Direct payments, bonuses and allowances in each pay period include direct payments, bonuses and allowances such as social security contributions and taxes paid by the employer on behalf of the employee in the form of regular cash payments in one period during the year . For most employees, the pay period is weekly, monthly, quarterly or annually.</p> <p>Direct payments, bonuses and allowances not paid in each pay period include additional payment costs based on the employee's business success, additional payment costs based on the successful operation of the business entity, costs for jubilee awards, other costs (13- th salary, holiday bonuses, redundancy payments and retirement awards) that have not been paid in each pay period.</p> <p>Additional social contributions include benefits that are paid directly by the employer to employees and provide social benefits to employees.</p> <p>Costs for training and professional development include costs for professional development, qualification and re-qualification, for repair and depreciation of equipment intended exclusively for training, costs for courses, seminars and professional trips of employees.</p>	

Other costs include employment costs (amounts paid to recruitment agencies, costs of services related to the provision of employees, costs of health and hygiene services of employees within the enterprise, costs of uniforms and protective clothing, costs of advertising in the press , travel expenses paid to candidates who were invited to interviews, etc.

Tax costs include fines paid by the employer for non-compliance with labor law, and other additional taxes paid to employees.

Actual hours worked include: full-time hours worked, part-time hours worked, hours worked longer than full-time (overtime), hours spent in workplace preparation, repair, maintenance, preparation and cleaning of the tool, hours of rest at the workplace (including coffee or tea breaks), hours of waiting at work, stoppages and interruptions in work not caused by the fault of the worker (due to poor work organization, lack of raw materials, energy and similar), working hours depending on the actual working hours with the duration of normal working hours independent of the scale of paid working hours, i.e. 1 working hour in double working time, eg 2 hours, should be entered as 1 hour of work.

Paid hours worked by employees include actual hours worked full time, part time, hours worked longer than full time (overtime), hours spent preparing the workplace, repairing, maintaining, preparing and cleaning the tool, hours of rest at the workplace (including breaks for coffee or tea), hours of waiting at work, stoppages and interruptions in work that did not occur due to the fault of the employee (due to poor work organization, lack of raw materials, energy and similar) and the hours that are paid and not worked, such as the hours of annual leave, forced leave, holidays, sick days and other types of absences from work for which compensation is received from the assets of the business entity.

3.5	Statistical unit
Reporting units are all bussiness entities with 10+ employees belonging to all sectors from B to S according to NKD Rev.2. Units of observation are employees in the bussiness entities previously mentioned.	
3.6	Statistical population
Employees in the bussiness entities belonging to all sectors from B to S according to NKD Rev.2.	
3.7	Reference area
Republic of North Macedonia.	
3.8	Time coverage
From 2006.	
3.9	Base period
4	Unit of measure
Denars, number.	
5	Reference period
Year, 2020.	
6	Institutional mandate

6.1	Legal acts and other agreements
<p>National: Law on State Statistics ("Official Gazette of the Republic of Macedonia" No. 54/97, 21/07, 51/11, 104/13, 42/14, 192/15, 27/16, 83/18, 220/18 and "Official Gazette of the Republic of North Macedonia" No. 31/20), Programme of Statistical Surveys 2023-2027 ("Official Gazette of the Republic of North Macedonia" No. 29/23 and 57/25).</p> <p>International: Regulation 530/1999 of the European Council, Regulation 1916/2000 of the European Commission and Regulation 1738/2005 of the European Commission.</p>	
6.2	Data sharing
Time series from 2006 via eDAMIS to Eurostat.	
7	Confidentiality
7.1	Confidentiality - policy
<p>1. The protection of individual data is regulated by the Law on State Statistics (https://www.stat.mk/en/about-us/legal-acts/law-on-state-statistics/).</p> <p>2. The basic principles and activities undertaken to ensure data confidentiality are described in the Policy on Statistical Confidentiality (https://www.stat.mk/en/about-us/policies-and-strategies/policy-on-statistical-confidentiality/).</p>	
7.2	Confidentiality - data treatment
Pursuant to Article 38 of the Law on State Statistics (https://www.stat.mk/en/about-us/legal-acts/law-on-state-statistics/) and the Policy on Statistical Confidentiality (https://www.stat.mk/en/about-us/policies-and-strategies/policy-on-statistical-confidentiality/), individual data are not published.	
8	Release policy
8.1	Release calendar
The date of data publication is determined in the Advance Release Calendar, which is updated quarterly.	
8.2	Release calendar access
https://www.stat.mk/en/publishing-calendar/#/	
8.3	User access
All users have equal access to statistics at the same time: this means that the publication dates are announced in advance and no user has access to official statistics before they are published. Statistical data are first published in the "News Releases" edition on the website of the State Statistical Office at 12:00.	
9	Frequency of dissemination
Four-yearly.	
10	Accessibility and clarity
10.1	News release

Four-yearly news release "Labour Cost Survey, 2020".

Number of hits on the website is 377.

https://www.stat.gov.mk/pdf/2022/4.1.22.50_mk.pdf

10.2 Publications

From 2020, it is moving to online publication tables in the MakStat database.

10.3 On-line database

MAKStat - database available on the website of the SSO.

The number of hits on the tables from the database is 300.

https://makstat.stat.gov.mk/PXWeb/pxweb/en/MakStat/MakStat_PazarNaTrud_CenaTrud/

10.4 Micro-data access

The use of microdata by external users is possible only for research purposes and is done in accordance with the Law on State Statistics (Article 41, Article 42 and Article 43). Access to anonymised microdata is defined by an internal procedure of the State Statistical Office "Access to anonymised microdata for scientific research purposes" (<https://www.stat.mk/en/about-us/procedures/rules-for-access-to-anonymised-microdata-for-research-purposes/>).

10.5 Other

Survey data are sent to Eurostat and they are released on the web site of this institution.

10.6 Documentation on methodology

Publication "Labour Cost Survey, 2020".

The number of hits on the tables from the database is -.

https://www.stat.gov.mk/MetodoloskiObjasSoop_en.aspx?id=119&rbrObl=14

10.7 Quality documentation

A Quality report is prepared in ESQRS format, which is sent to Eurostat through ESS Metadata Handler.

11 Quality management

11.1 Quality assurance

The quality of the processes and products in the State Statistical Office is ensured by adhering to the European Statistics Code of Practice (<https://www.stat.mk/en/about-us/quality/code-of-practice/>) and the Quality Assurance Framework within the European Statistical System (ESS Quality Assurance Framework – <https://ec.europa.eu/eurostat/documents/64157/4392716/ESS-QAF-V2.0-final.pdf>). The quality criteria are also determined in the Law on State Statistics in Article 4b and Article 4c (<https://www.stat.mk/en/about-us/legal-acts/law-on-state-statistics/>).

11.2 Quality assessment

The State Statistical Office carries out statistical activities in accordance with the Statistical Business Process Model, which is based on the international model - Generic Statistical Business Process Model (GSBPM). The application of this model and international standards in statistical production ensures a high level of accuracy and comparability of data.	
12	Relevance
12.1	User needs
<p>The data on the labour costs of the employers are the basic statistical data that are indispensable for monitoring the changes in the labour market.</p> <p>National users are the Government and the other government institutions, the media, researchers, students.</p> <p>Major international users are Eurostat, World Bank, International Monetary Fund, International Labour Organization etc.</p> <p>Generally, users are interested in the level of employer costs paid to employees, social benefits costs as well as actual and paid hours worked.</p>	
12.2	User satisfaction
Starting from 2009, the State Statistical Office conducts a User Satisfaction Survey every three years.	
12.3	Completeness
In terms of the indicators required by the Regulation of the European Commission, SSO provides 100% of them.	
13	Accuracy and reliability
13.1	Overall accuracy
The survey methodology and the data collection method ensure good coverage and accuracy of the data.	
13.2	Sampling error
<p>The coefficients of variation of the variable employed according to the size of the business entities range from - to -.</p> <p>The coefficients of variation of the variable total cost per employee - /.</p> <p>The coefficients of variation of the variable total cost by employee per hour - /.</p>	
13.3	Non-sampling error
14	Timeliness and punctuality
14.1	Timeliness
T+270.	
14.2	Punctuality

Data are disseminated within the established deadlines in accordance with the Release Calendar.

15 Coherence and comparability

15.1 Comparability - geographical

There is geographical comparability of the released data at national and regional level. With respect to geographical comparability with other EU countries, it is also ensured because data are collected in line with EU regulations.

15.2 Comparability - over time

Provided comparability of data from 2006 without break in time series.
Number of reference periods in the time series is 5.

15.3 Coherence - cross domain

The data are coherent. Considering that the survey is conducted with combined method of data collection, i.e. using data from administrative sources and for certain issues using questionnaires, comparison has been made on the yearly and the monthly data with other surveys on earnings and wages.

15.4 Coherence - internal

Internal coherence of data is ensured.

16 Cost and burden

Considering that certain variables needed for the survey were obtained from administrative sources and the questionnaire was shortened, the burden on respondents was reduced compared to past surveys.

17 Data revision

17.1 Data revision - policy

Data revision is made in accordance with the Statistical Data Revision Policy of the SSO: (<https://www.stat.mk/en/about-us/policies-and-strategies/data-revision/>).

17.2 Data revision - practice

No revisions in LCS 2020.

18 Statistical processing

18.1 Source data

1) Labour cost survey, 2020 is conducted using a combined method for data collection, i.e. using data from administrative sources (Public Revenue Office), and for certain issues using questionnaires which were delivered to the reporting entities that are included in the survey.

2) All business entities with 10 or more employees from the Statistical business register, updated in December 2022 are covered, i.e. the data on the business entities: identification number, NKD section, size of the entity, activity status, number of employees, etc.

18.2	Frequency of data collection
Four-yearly.	
18.3	Data collection
<p>1) Data from the Public Revenue Office and the Employment Agency are provided electronically.</p> <p>2) The statistical questionnaire "Labour cost survey, 2020" (LCS) was self-filled out by the bussiness entities and delivered it in electronic form to the E-Stat system for electronic data collection.</p>	
18.4	Data validation
<p>Validation of data is done in accordance with the defined control criteria. Inspection of the data is performed by supervisors in the methodology department of statistics while obtaining the completed questionnaires. Logical control is incorporated in the electronic questionnaire. Then the coverage and the response rate are checked, the data provided from administrative sources are also checked and analyzed, and in the end certain validation rules recomendend in the EU Reulations are applied.</p>	
18.5	Data compilation
18.6	Adjustment
No adjustment is carried out.	
19	Comment
A.1	Annexes