Monthly Report on International Trade in Goods
Reference Metadata in Euro SDMX Metadata Structure
Agency for statistics of Bosnia and Herzegovina

1. Contact	
1.1. Contact organisation	Agency for Statistics of Bosnia and Herzegovina
1.2. Contact organisation unit	Sector for Economic Statistics - Department for External Trade Statistics
1.3. Contact name	a) Goran Slatinšek b) Adisa Maljanović
1.4. Contact person function	a) Head of Department for External Trade Statistics b) Senior adviser for calculation of indices
1.5. Contact mail address	Zelenih beretki 26, 71 000 , Sarajevo
1.6. Contact email address	goran.slatinsek@bhas.ba adisa.maljanovic@bhas.ba
1.7. Contact phone number	+387 33 911 965 +387 33 911 959
1.8. Contact fax number	+387 (33) 220 622
2. Metadata update	
2.1. Metadata last certified	31.10.2017.
2.2. Metadata last posted	31.10.2017.
2.3. Metadata last update	31.10.2017.
3. Statistical presentation	
3.1. Data description	Data that are published are data on total export and import, export an import by partner country, export and import by sections of Customs tariff of BiH (harmonised with Harmonized System and Combined Nomenclature), sections and divisions of KD BiH 2010 (harmonised with NACE rev.2), sections and division of Standard International Trade Classification (SITC rev. 4), and by main industrial groupings and statistical procedures.
3.2. Classification system	• BiH Classification of Activities 2010 (KDBiH) (harmonised with NACE rev.2) - by sections and divisions • Standard International Trade Classification (SITC rev. 4) - by sections and divisions • Customs tariff of BiH (harmonised with Harmonized System and Combined Nomenclature) - by sections.
3.3. Sector coverage	The survey covers all sections of SITC rev. 4; then by sections A, B, C, D, E, J, M and R of BiH Classification of Activities 2010.

3.4. Statistical concepts and definitons	**Export of goods** is a flow in which goods are physically leaving the custom territory of BiH. **Import of goods** is a flow in which goods are physically entering the territory of BiH. **Goods or products** are all movable physical goods. **Country of origin of goods** is a country in which the goods are produced. **Country of final destination of goods** is a country where goods are to be delivered. **Statistical value** is a value of goods according to the FOB parity for export and CIF parity for import. Statistical value for export according to the FOB parity (FOB-Free on Board) is calculated as follows: • if a contracted place of delivery is abroad, invoice value is decreased for transport, insurance and delivery costs from the BiH borders to the place of delivery, • if a contracted place of delivery is in BiH, value from invoice is increased for transport, insurance and delivery costs from the delivery place in BiH to the BiH border. **Statistical value for import** (CIF – Cost, Insurance, Freight) is calculated as follows: • if a contracted place of delivery of goods is abroad, invoice value is increased for transport, insurance and delivery costs from the place of delivery to the BiH border, • if a contracted place of delivery of goods is in BiH, invoice value is decreased for transport, insurance and delivery costs from the BiH border to the delivery place in BiH. **Quantity of goods** represents net weight of goods in kilograms of a quantity expressed in some of the supplementary units of measurement.
3.5. Statistical unit	Observation units are legal and physical entities which export and import goods, i.e. lodge the Single administrative documents to the Indirect Tax Administration.
3.6. Statistical population	The special trade system (relaxed definition) includes industrial free zones, premises for inward processing of goods and free circulation area. Goods from a foreign country which are received into customs warehouses are not recorded as imports unless they subsequently go into free circulation in the country of receipt (or are placed under the customs procedures for inward processing or processing under customs control). Similarly, outgoing goods from customs warehouses are not recorded as exports. Excluded are goods in transit, temporary import and export of goods without processing, monetary gold and repairs. Legal and physical entities, when exporting or importing goods, are obliged to lodge the Single administrative document to the Indirect Tax Administration.
3.7. Reference area	Data refer to Bosnia and Herzegovina in total.
3.8 Time coverage	Data on statistics of BiH foreign trade in goods have been produced and published since 2005, in annual dynamics.
3.9. Base period	Not applicable.
4. Unit of measure	In statistics of BiH foreign trade in goods, data are presented in KM, EUR and USD. Data in EUR and USD are obtained by converting KM in EUR an USD using annual
5. Reference period	The reference period is a month.
6. Institutional mandate	
6.1. Legal acts and other agreements	• Law on statistics of Bosnia and Herzegovina, • Multiannual statistical programmes and work plans of Bosnia and Herzegovina, • Methodology of the Statistics of BiH foreign trade in goods, • International recommendations and manuals (Eurostat, IMF, UN).
6.2. Data sharing	Ministry of Foreign Trade and Economic Relations of BiH; BiH Directorate for Economic Planning; Central bank of BiH; Statistical office of European Union (Eurostat) and Statistical division of UN (UNSD).
7. Confidentiality	

7.1. Confidentiality-policy	The confidentiality of statistical data is regulated by law and the staff carrying out statistical survey has the obligation, according to the same legal basis, to protect confidentiality. The Law on Statistics of Bosnia and Herzegovina (Official Gazette BiH 26/04 and 42/04 - Chapter XI - Articles 23-29) establishes the principle of confidentiality as one of the main principles. Agency for Statistics of BIH distributes statistics in line with the statistical principles of the European Statistics Code of Practice, and in particular in line with the principle of statistical confidentiality.
7.2. Confidentiality-data treatmen	The document "Rules on the Protection of Statistical Data in the Agency for Statistics" lists procedures for ensuring confidentiality during collection, processing and dissemination - including protocols for securing individual data being accessed, rules for defining confidential cells in output tables and procedures for the detection and prevention of subsequent disclosures as well as access to microdata for research purposes.

8. Release policy

8.1. Release calendar	At the end of December every year, BHAS announces the Release Calendar with the precise date and time of publication of the statistics for the following year.
8.2. Release calendar access	http://bhas.ba/statistickistandardi/KALENDAR_PUBLIKOVANJA_en.pdf
8.3. User access	The principle that all users have equal access to statistical data on an impartial basis is set out in Article 8, paragraph 2, point h, and Article 19 paragraph 2 of the Law on Statistics of Bosnia and Herzegovina and BHAS consistently implements it in practice.

9. Frequency of dissemination
Statistics of BiH foreign trade in goods is disseminated on a monthly basis.

10. Accessibility and clarity

10.1. News release	- Monthly release BiH foreign trade in goods statistics for the month ...." www.bhas.ba/saopstenja/2017/ETS_2017M02_001_01_hr.pdf - Annual release „BiH foreign trade in goods statistics for 2016" www.bhas.ba/saopstenja/2017/ETS_2016M12_001_01_bos.pdf.
10.2. Publications	- Thematic bulletin „ BiH foreign trade in goods 2015 " www.bhas.ba/tematskibilteni/TB_Robna razmjena BiH s inostranstvom_BS.pdf - BiH in figures – section „Foreign trade" http://bhas.ba/tematskibilteni/TB_BiH%20in%20Figures%202016_www.pdf.
10.3. On-line database	Data on foreign trade in goods statistics are not available in the online database of BHAS. Data tables - consultations: Information is not available - there is no software for counting web hits.
10.4. Micro-data access	http://bhas.ba/tematskibilteni/TB_BiH%20in%20Figures%202016_www.pdf.
10.5. Other	There are no other dissemination means.
10.6. Documentation on methodology	- Foreign trade statistics - user guide http://bhas.ba/metodoloskidokumenti/2008-md-vanj-trg-en.pdf - Methodology - BiH foreign trade statistics http://bhas.ba/metodoloskidokumenti/2005-md-vanjska-trgovina-bh.pdf.
10.7. Quality documentation	Quality report is available at web page of BHAS at: http://www.bhas.ba/?option=com_content&view=article&id=85ba

11. Quality managment

11.1. Quality assurance	BHAS follows the recommendations on organization and quality management provided in the European Statistics Code of Practice (CoP) and implements the guidelines given in the European Statistical System Quality Assurance Framework (QAF). More details in terms of quality assurance and all procedures that describe the quality policy in BHAS can be found in the document: Quality management policy and mechanisms in BHAS. http://www.bhas.ba .
11.2. Quality assessments	Quality is at a satisfactory level. Generally speaking, the goal is achieved - to provide robust, reliable and relevant statistics that will meet the needs of users.

12. Relevance

12.1. User needs	BHAS follows the recommendations on organization and quality management provided in the European Statistics Code of Practice (CoP) and implements the guidelines given in the European Statistical System Quality Assurance Framework (QAF). More details in terms of quality assurance and all procedures that describe the quality policy in BHAS can be found in the document: Quality management policy and mechanisms in BHAS. http://www.bhas.ba.
12.2. User satisfaction	Main data requests from users refer to the release format published on a web site. With the aim of facilitating data management and analysis pdf format of the release does not correspond to the user needs, efforts are made to also publish excel tables. BiH foreign trade in goods statistics represents a significant primary source of data for a large number of competent bodies that make decisions for the public and private sector. E.g.: • enables BiH authorities to prepare for bilateral and multilateral negotiations in the framework of trade agreements, • represents an important source of information for statistics on balance of payments and national accounts as well as for economic studies, • helps companies conduct market research and develop their business strategy.
12.3. Completeness	Data completeness rate is 100%. For this statistic all key indicators, which are required by international standards, are calculated.
13. Accuracy and reliability	
13.1. Overall accuracy	The accuracy of data on BiH foreign trade in goods statistics is influenced by the coverage of data, the unit of measure used, data revision confidentiality and control (verification of validity and credibility of data). Since the basic data consists of a large number of single administrative documents (customs declarations), it is difficult to achieve the absolute accuracy of the published data.
13.2. Sampling error	Not applicable.
13.3. Non -sampling error	**Coverage error**: Coverage errors have not been assessed for this statistics. **Over-coverage - rate**: Coverage errors have not been assessed for this statistics. **Common units - proportion:** This survey does not combine data (not using units) from two or more sources. The survey uses data only from one source (administrative source). **Measurement error**: There are errors of validity and reliability of the data. The data validity error is detected when the data entry in the Single administrative document is incorrect, which can cause a problem when processing data, so that the data can not be included in the statistical analysis and must be deleted or corrected. Examples of
14. Timeliness and punctuality	
14.1. Timeliness	**Time lag - first result: T+21.** First results were published on average 21 days after the end of the reference month. **Time lag - final result**: Final results are published 7 months after the end of year in
14.2. Punctuality	Punctuality rate is 12/(12+0) = 1.0 or 100 %. All 12 results of the monthly survey of foreign trade in goods were published on/or before the date announced in the Release calendar. **Punctuality - delivery and publication: T+0**. There is no discrepancy between announced and real date of publishing (according to the Release calendar).
15. Coherence and comparability	
51.1. Comparability-geographical	BiH foreign trade in goods statistics applies international standards in data processing, which enables a comparison of BiH data with data on foreign trade of goods of other countries through mirror analysis of flows. **Asymmetry for mirror flow statistics - coefficient:** Bilateral foreign trade in goods statistics according to the special trade system (relaxed definition), BIH - SRB 2015. The coefficient of asymmetry of the incoming and outgoing flows (import and export) between these two countries is 0.042, or the asymmetry of these statistics is 4.2%.

15.2. Comparability-over time	BiH foreign trade in goods statistics have been produced and published since 2005 in a monthly dynamics. **Length of comparable time series**: BiH foreign trade in goods statistics have been produced and published since 2005 in a monthly dynamics. Length of comparable time series, considering the monthly time series, is 12x12 = 144 (months).
15.3. Coherence-cross domain	There is no relevant survey conducted by another organization. **Coherence - sub annual and annual statistics**: There is no information on the coherence of sub annual and annual statistics. **Coherence - National Accounts**: There is no information on the coherence of the statistics in matter with national accounts.
15.4. Coherence-internal	There is no information on the internal coherence of the statistic.
16. Cost and burden	There is no information on cost and burden.
17. Data revision	
17.1. Data revision-policy	The Agency for Statistics of BiH does not have an official revision policy document.
17.2. Data revision-practise	Revision of customs data is performed by the Agency for Statistics of BiH monthly and yearly. Monthly revision is carried out every month for the period from the beginning of the year. The annual revision is carried out on the final data for the previous year, which are published in the Thematic bulletin in July of the current year. Revision of the data is based on the updated data obtained from the Indirect Taxation Authority. Users can obtain information about the data revision in the monthly release and the yearly Thematic bulletin in the "Methodology" section. Data revision - average size: Mean relative revision of data for the period 2013-2015, when comparing final and preliminary monthly data is 0,0022 or 0,22 %.
18. Statistical processing	
18.1. Source data	A single administrative document (SAD) contains data relevant to the customs clearance itself, as well as data for statistical purposes and needs of other users. A single administrative document is a document which the declarant (business entity or other authorized person, e.g. freight forwarder) submits to the customs office during the customs clearance.The Indirect Taxation Authority of Bosnia and Herzegovina is responsible for collecting and controlling the accuracy of SAD.
18.2. Frequency of data collection	Data are collected on a daily basis from the Indirect Taxation Authority.
18.3. Data collection	Administrative source of data. Individual data on foreign trade transactions of goods (data from Single administrative documents) are collected from the Indirect Taxation Authority in a regular monthly dynamics.
18.4. Data validation	Indirect Taxation Authority and the Agency for Statistics of BiH perform a control of data validity and reliability. The data validity error is detected when the data entry is incorrect, which can cause a problem when processing data, so that the data can not be included in the statistical analysis and must be deleted or corrected. Examples of such mistakes are inaccurate or missing codes, values that do not exist in Single administrative documents, letter labels in numeric fields and vice versa, etc. Reliability control is a control of data accuracy and estimation of all possible mistakes related to data. The fact is that some data that has passed validation can still be inaccurate. Residual errors can be found if inconsistent variables are sought. For example, a single administrative document is internally inconsistent when different variables are compared, or it is inconsistent with the data submitted in previous months.
18.5. Data compilation	No procedures are performed on the data which would serve for deriving new information in accordance with the given set of rules. **Imputation - rate**: There is no available information to calculate the rate.
18.6. Adjustment	Statistical procedures for series adjustment (methods for seasonal adjustment) are not used.
19. Komentar	/