

# Number of employees, earnings and labor force cost

Metadata

National Bureau of Statistics (NBS)

## 1. Contact Information

### 1.1. Responsible subdivision within NBS

General Division of Social Statistics and Demography

Earnings Statistics Division

### 1.2. Contact person

Natalia Kleinknecht, Head of division

tel.: 022 40 30 98

e-mail: [natalia.kleinknecht@statistica.gov.md](mailto:natalia.kleinknecht@statistica.gov.md)

Oxana Iurco, main adviser

tel.: 022 40 30 76

e-mail: [oxana.iurco@statistica.gov.md](mailto:oxana.iurco@statistica.gov.md)

## 2. Metadata Update

### 2.1. Last certification of metadata

21.02.2020

### 2.2. Last update of metadata

21.02.2020

## 3. Statistical Presentation

### 3.1. General description

The data regarding the number and remuneration of employees and on labour cost are obtained based on the *annual survey on earnings and labor force cost (M3)* and the *quarterly survey on earnings (M1)* in enterprises. Statistical sampling surveys in enterprises, which cover all the branches and activity sectors, allow tackling the basic problem of salary statistics and related statistics. The quarterly survey – to meet the information needs on short term and the annual survey, which supplies more detailed information on different topics, necessary for developing strategies and policies in salary and labor force cost area: follow-up of the employees' dynamics, average earnings, labor force costs' level and structure, and the number of employees.

The data regarding the distribution of employees by size of salary are obtained based on survey „*Distribution of employees by earning size in September*” (M2).

The data regarding the number of employees and earnings of some categories of staff in educational institutions are obtained based on survey “*The earnings of some categories of staff in educational institutions*” (M4).

The statistical surveys target only the persons employed in enterprises – employees.

The areas “Earnings”, “Number of employees”, “Labour cost”, “Distribution of employees by size of salary” covers such characteristics of the labor market as the number of employees, average number of employees, average monthly gross/net earnings, monthly average labour cost etc.

Concepts and definitions used are in line with the national legislation on labor and earnings, and recommendations and special international requirements (International Labor Organization, Eurostat).

### 3.2. Concepts and definitions

#### 3.2.1. Definitions

**Employee** is considered to be the person carrying out an activity according to a certain specialty for a remuneration of a monetary salary or in kind payment, as a commission, etc., based on an individual work contract with the enterprise or the local unit (subsidiary, representative office), regardless of its ownership form, type of carried out activity, number of worked hours (part time or full time), and the contract

duration (fixed or indefinite).

**Number of employees by the end of the year** represents the number of persons existing in the unit on the very last day of the year, employed with individual work contract / work relations for a determined or undetermined period of time (including seasonal workers, manager/administrator), who have worked or who were not able to fulfil their work duties because being on a sick leave, maternity leave, child care leave, annual leave, unpaid leave, benefiting from free time provided by law or set according to the work collective contract or those who have been furloughed, on strike, etc. The employees delegated to work abroad and those who are cumulating more jobs are not covered, as well as those who do not have their main work within the reporting unit.

The individual entrepreneurs who provide services to the unit based on some contracts of civil law are not included in the category of employees.

**Average number of employees** in the year of reference represents a simple arithmetic mean, resulting from the sum of the daily numbers of employees (excluding those whose work contract / work relations were suspended) from the year of reference – including the weekends, legal holidays and other non-working days – divided to the total number of calendar days (365 days).

The daily number of employees taken into account for the mean number **excludes**: the number of employees on unpaid leaves, sick leaves, on strike, delegated to work abroad and are paid only in foreign currency (or in MDL and foreign currency), and other unpaid absences.

The employees in **technical unemployment**, who benefit from an allowance from the basic salary, are included in the average number proportionally to the worked time provided in the work contract.

The part-time employees are included proportionally to the effectively worked time or according to the time provided in the individual work contract.

**Effectively worked time** covers the time worked within the normal work program set forth in the collective work contract and the additional time, during the working days over the normal work program, and during weekends, legal holidays, and other non-working days. It is expressed in thousand hours-persons.

The weekends and legal holidays, lunch breaks, paid leaves, sick leaves, work interruptions not imputed to employees and other are excluded.

**Non-worked paid work** covers the working days afferent to paid leaves; work accidents and professional diseases; legal holidays; work interruptions not imputed to employees; study leave, as well as other non-worked paid time (free days for special family events: marriages, births, deaths; leaving the place of work for public activities' purpose; paid lunch breaks and rest time, or in any other cases set forth in the work collective contract or in the legislation); free days granted due to retirement, termination of the work contract due to reasons that are not imputed to the employees, transfer for duty interests to another locality, post installation, detachment; technical unemployment etc. The non-worked paid time also includes the hours paid exclusively by the employer. The non-worked hours paid from the state social insurance budget are excluded.

**Average gross monthly earning** represents the relation between the gross amounts calculated for employees by the economic and social units (remuneration fund) during the period of reference, regardless of the period of time for which these are due, and the average number of employees. **The earning includes** gross payments in monetary means or in kind, provided to employees, as a rule, over regular intervals of time, for the worked time and carried out work. The salary includes also the payments for the non-worked paid time, annual, seasonal bonuses of any other awards granted not regularly.

**Average net monthly earning** represents the relation between the gross amounts calculated for employees by the economic and social units during the period of reference (remuneration fund), regardless of the period of time for which these are due, except for the: income tax for natural persons'/ employees' income and the individual contributions of state compulsory social insurance; individual premiums for health compulsory insurance (according to the in force quotas) and the average number of employees.

**Expenditures for labor force (labor force cost)** represents the totality of direct and indirect costs incurred by the employer for the labour force.

**Labor force cost** includes the direct and indirect expenditures for labor force.

**Direct expenditures for labor force** include: the amounts calculated for the worked time, amounts calculated for the non-worked time and payments in kind.

The amounts calculated for the worked time include:

- the gross basic salaries corresponding to the effectively worked time in the normal program and overtime (including indexation, allowances from the management, merit-based salaries, and other rights which are part of the basic salary according to the corresponding normative acts);
- top-ups and allowances granted as a percentage of the gross basic salary or fixed amounts;
- other top-ups to salaries according to the law or set forth in the collective work contracts;
- the bonuses granted during the year and the annual bonuses from the payroll fund, the 13<sup>th</sup> salary, the material assistance for paid leaves etc.;
- other amounts paid from the payroll fund, the net profit, other means according to the law or according to the collective work contracts (commissions from sale, value of the shares distributed to the employees or facilities for procuring shares, payments made by the employer to employees within some saving programs, etc.).

The amounts calculated for the non-worked time include the amounts calculated for: paid leaves, study leave, for holidays, special family events (marriage, birth of child, death, etc.), technical unemployment, etc.

**Payments in kind** include the amounts paid to the employees as remuneration of work, according to some normative acts or provisions of the work collective contracts in the form of products, rent payment, fuel, energy, transport, meals, etc.

**Indirect expenditures for labor force** represent the expenditures incurred by the employer, other than the remuneration of the personnel, such as: employer's contribution for state compulsory social insurance, premiums of health compulsory insurance paid by the employer, vocational training costs, expenditures for personnel recruitment, medical check-up, individual protection equipment, special meals / protection, for hygiene-sanitary materials of protection, etc.

**Average monthly labour cost per employee** represents the totality of costs (direct and indirect) made by the unit for the labor force, in average, per employee; it is obtained as a relation between the annual amount for expenditures for labor force and the annual average number of employees, and the number of year months.

**Budgetary sector** – totality of units funded by the state budget, state social insurance budget, administrative-territorial units' budget, and special means, regardless of the branch subordination.

**Real sector** – totality of units with financial autonomy, including those that benefit from budgetary allowances, regardless of the branch subordination, type of ownership and organizational-legal form.

### 3.2.2. Unit of measurement

Data on the total number and average number of employees are presented in persons.

Data on the work remuneration fund and the expenditures for the labor force are presented in thousand lei.

Data on the monthly average gross and net salaries and the monthly mean cost for labor force are presented in lei.

### 3.2.3. Formula of calculation

**Average number of employees (persons):**

$$NMS = \sum Ezs / n$$

**NMS** – average number of employees;

**Ezs** – daily number of employees;

**n** – total number of calendar days.

**Average gross monthly earning (lei):**

$$\overline{CS_{brut}} = \frac{REM_{pers}}{N * 12}$$

where:

$\overline{CS_{brut}}$  - average gross monthly earning

$REM_{pers}$  - gross calculated amounts

$\overline{N}$  - average number of employees.

**Average net monthly earning (lei):**

$$\overline{CS_{net}} = \frac{REM_{pers} - (CAS + CAM + impozit)}{\overline{N} * 12}$$

where:

$\overline{CS_{net}}$  - average net monthly earning

$REM_{pers}$  - gross calculated amounts

CAS – amounts of the individual contribution for state compulsory social insurance

CAM – amounts of the individual contribution for health compulsory insurance

*impozit* - amounts of the income tax

$\overline{N}$  - average number of employees.

**Average monthly labor force cost per employee (lei):**

$$\overline{C_{brut}} = \frac{Chelt_{directe} + Chelt_{indirecte}}{\overline{N} * 12}$$

where:

$\overline{C_{brut}}$  - average monthly labor force cost per employee

$Chelt_{directe}$  - gross amounts corresponding to the direct expenditures for labor force

$Chelt_{indirecte}$  - gross amounts corresponding to the indirect expenditures for labor force

$\overline{N}$  - average number of employees.

### 3.3. Used classifications

**Economic activity:**

Starting with 2013, the data are classified in accordance with the Classification of Economic Activities in Moldova (CAEM Rev.2), which is fully harmonized with the Nomenclature of Economic Activities in the European Community (NACE Rev.2).

Until 2013 the results of the survey were classified in line with the Classifier of Activities in Moldova Economy (CAEM - *Clasificarea Activităților Economiei Moldovei in Romanian*), harmonized with NACE ver.1.

**Forms of ownership:** Data are grouped according to the Classifier of Ownership Forms in the Republic of Moldova (CFP - *Clasificatorul formelor de proprietate din Republica Moldova in Romanian*), approved via the decision of the Standards, Metrology, and Technical Supervision Department No. 276-st dated 04.02.1997.

**Administrative-territorial units:** data are grouped according to the Classifier of Administrative-Territorial Units of the Republic of Moldova (CUATM-*Clasificatorul unităților administrativ-teritoriale al Republicii Moldova in Romanian*), approved via the Decision of the Moldova-Standard Department No. 1398-ST dated 03.09.2003.

### 3.4. Scope

#### 3.4.1. Sector coverage

Statistical surveys regarding the number and the earnings of the employees in economic and social enterprises/units covering all the economic activities. The data are collected for the **main activity** and **secondary activities** of the unit.

#### 3.4.2. Statistical population

Until 2010 inclusively, the data cover all the institutions from the budgetary sector, regardless of the number of employees and all the economic units from the real sector with 20 and more employees.

Starting in 2011:

<p>The data obtained in the <i>quarterly</i> survey regarding the earnings include:</p> <ul style="list-style-type: none"> <li>a) via exhaustive method (all): institutions from the budgetary sector, regardless of the number of employees and economic units from real sector with 20 and more persons;</li> <li>b) via sampling method: economic units from real sector with 4-19 persons.</li> </ul> <p>Data obtained from the <i>annual survey on earnings and labor force</i> cover:</p> <ul style="list-style-type: none"> <li>a) via the exhaustive method (all): institutions from budgetary sector, regardless of the number of employees and economic units from the real sector with 20 and more persons;</li> <li>b) via sampling method: economic units from real sector with 1-19 persons.</li> </ul> <p>The individual enterprises (natural persons), which do not use permanently the employees' work are not part of the survey.</p>
<b>3.4.3. Geographical coverage</b>
The statistical data do not cover the territory of the left side of the river Nistru and Bender municipality.
<b>3.4.4. Time coverage</b>
Since 2011, the data are not comparable with the data from the previous years, due to the scope of coverage.
<b>3.5. Level of disaggregation</b>
<p>The data resulting from the survey are <u>disaggregated</u> by:</p> <ul style="list-style-type: none"> <li>▪ Rayons and municipalities (35), development regions (m. Chisinau, North, Center, South, ATU Gagauzia);</li> <li>▪ Economic activities at the level of CAEM sections/divisions;</li> <li>▪ Ownership forms: public, other forms of ownership;</li> <li>▪ Sectors of economy (real, budgetary);</li> <li>▪ Components of expenditures (for <i>Labor Force Cost</i>).</li> </ul> <p><u>Restrictions:</u> if disaggregated data cover confidential information (see p.7.1), they are not disseminated; they are aggregated at the minimum available level to ensure data confidentiality.</p>
<b>3.6. Periodicity of dissemination</b>
<p>Earnings: quarterly – starting with 2017, monthly – until 2016.</p> <p>Annually</p>
<b>3.7. Submission (dissemination) deadlines</b>
<p>Quarterly data (M1) – at the 60th day after the reporting quarter.</p> <p>Annual data (M3) – 7 months after the reported year.</p> <p>M2 survey – December.</p> <p>M4 survey – August.</p>
<b>3.8. Revision</b>
Data are final when being disseminated for the first time.
<b>3.9. Period of reference</b>
Month, quarter, year of reference.

<b>4. Data Collection and Processing</b>
<b>4.1. Data source</b>
<b>4.1.1. Statistical surveys</b>
<p><i>Quarterly survey on earnings</i> – statistical reports: M1 – starting with 2017;</p> <p><i>Monthly survey on earnings</i> – statistical reports: Munca 1, IND TS, CONS TS, SERV TS monthly – until 2016;</p> <p><i>Annual survey “Earnings and Labor Force Cost”</i> – statistical report M3;</p> <p>Statistical survey „<i>Distribution of employees by earning size in September</i>” – statistical report M 2 – once a year.</p> <p>Statistical survey “<i>The earnings of some categories of staff in educational institutions</i>” – statistical report M4 anual (until 2018).</p>

<b>4.1.2. Administrative sources</b>
Not used.
<b>4.1.3. Estimations</b>
Not applicable.
<b>4.2. Characteristics of the statistical survey</b>
<b>4.2.1. Objective and background</b>
<p>Quarterly survey: Main goal: evaluation of short-term trends for monthly average earnings (gross salary) and of the number of employees. <i>Quarterly survey on earnings</i> is carried out starting with 2017 and has replaced the monthly survey, which was implemented in the statistical practice starting in January 2011 and has replaced the monthly statistical survey in enterprises – number and remuneration of employees.</p> <p>Annual survey: Main goal: dynamics' follow-up for the number of employees, the average number of employees, average earnings, level and structure of the payroll fund and the labor force costs' level and structure. <i>Annual survey on earnings and labor force cost</i> was implemented in practice starting in 2011 and has replaced the annual statistical survey – number and remuneration of employees. At the same time, the data for 2011 are not comparable with the previous years due to the scope of coverage. The main goal of the survey „<i>Distribution of employees by earning size in September</i>” is to measure the number of employees distributed by ranges of earnings. The main goal of the survey “<i>The earnings of some categories of staff in educational institutions</i>” is to estimate the amount of number and earning of teachers by levels of educations.</p>
<b>4.2.2. Statistical unit</b>
The <u>observation unit</u> is the local enterprise/unit, institution, using the employees' work, regardless of the economic activity, ownership form and legal form.
<b>4.2.3. Circle of units covered in the survey</b>
<p>Number of units covered in the survey:</p> <ul style="list-style-type: none"> <li>– Quarterly survey on earnings – about 10000 units quarterly.</li> <li>– Annual survey on earnings and labor force cost – about 14000 units.</li> <li>– “Distribution of employees by earning size in September” – about 10000 units.</li> <li>– “The earnings of some categories of staff in educational institutions” – about 2000 units.</li> </ul>
<b>4.2.4. Survey periodicity</b>
<p>Quarterly Annually Once a year</p>
<b>4.2.5. Data collection</b>
<p><u>Type of survey</u>: sampling, budgetary institutions – exhaustive. <u>Period of reference</u>: month, quarter, year. <u>Period of registration</u>: Quarterly data (statistical report M1) by the 25<sup>th</sup> date of the month after the reported period. Annual data (statistical reports M3 and M4) are collected from the reporting units by March 31. Statistical report M2 – by October 25. <u>Registration method</u>: reports can be filled in on the portal <i>e-Reporting</i>, or presented on paper at regional statistical office. The self-registration method is used for registering information in the statistical survey questionnaire. The persons assigned by the selected units fill in the variables of the questionnaires according to the detailed instructions accompanying the forms. The technical and methodological assistance is provided by the employees of the territorial statistical bodies.</p>



<b>4.3. Data processing and compilation</b>
<b>4.3.1. Data validation</b>
<p>The quality of data is observed during all the staged of the survey. When entering the data, the information app contains the number of logic control conditions and correlations for identifying the reporting errors and namely:</p> <ul style="list-style-type: none"> <li>- logic control conditions;</li> <li>- control conditions among chapters;</li> <li>- control conditions with the previous reporting;</li> <li>- control with data from other surveys;</li> <li>- conditions for integrity of data;</li> <li>- statistics on reporting and respectively non-reporting, by reasons.</li> </ul>
<b>4.3.2. Compilation/extrapolation of data</b>
<p>Annual data are obtained from the amounts of the respective quarters.</p> <p>To calculate the extension coefficients of the results, the following stages should be tackled:</p> <ol style="list-style-type: none"> <li>1) Attaching a selection weight to every selection unit. The selection weight is a Hortvitz-Thompson weight and it is calculated as a universe for selection probability.</li> <li>2) Calculation of redressing coefficients. The redressing coefficients are calculated at the level of every selection cell separately, as a reverse of the response probability. The redressing coefficient ha the role to compensate the non-responding units in the hypothesis when these units manifest themselves similarly as the responding units afferent to the stratus from which they are a part.</li> <li>3) Calculation of the extension coefficient.</li> </ol>
<b>4.3.3. Adjustments</b>
No adjustments are made.
<b>4.3.4. Quality assurance</b>
<p>The quality of statistical data is assured by observing the Fundamental Principles of Official Statistics adopted by the UN General Assembly on 29 January 2014, as well as those set forth in the national Law on Official Statistics no. 93 of 26 May 2017.</p> <p>In its activity of producing statistical information, NBS pays huge importance to ensuring high quality of data. In this respect, a number of measures for quality assurance are carried out at every stage of the statistical process: organization of statistical surveys, collection, processing, and development of statistical information.</p> <p>Important efforts are undertaken to ensure the plenitude and quality of data presentation by the respondents included in the statistical surveys.</p> <p>Errors, inconsistencies, and suspicious data are brought to light so as to be verified and corrected.</p> <p>The primary data are verified and analyzed from internal coherence point of view (within the questionnaire), temporal coherence (with data from previous periods), with data of other similar units, as well as with data available from other statistical surveys and administrative data sources. The missing or inconsistent data are imputed, if needed.</p> <p>To ensure the quality of the primary data, meetings (seminars) are organized with interviewers – respondents for explaining the definitions, the correct way to fill in the questionnaires, especially when they are modified or implemented.</p>
<b>4.4. Data accuracy</b>
<b>4.4.1. Non-response rate</b>
The average non-response rate for annual survey is about 2-3%.
<b>4.4.2. Sampling errors</b>
The sample size was planned to provide maximum permissible error of + -2% guaranteeing results with a probability of 98%.

## 5. Comparability and Coherence

### 5.1. International comparability

Statistics of earnings and labor force cost is in line with:

- Resolution on labor cost statistics, adopted by the 11<sup>th</sup> International Conference of Labor Statisticians, and
- Resolution on the integrated system of earnings' statistics, adopted by the 12<sup>th</sup> International Conference of Labor Statisticians.

### 5.2. Comparability over the time

Starting with 2011, the data are not comparable with the data from the previous years, due to the scope of coverage.

### 5.3. Coherence with other statistics

#### **Coherence with data from the Labor Force Survey in households:**

##### Number of employees

*Differences in concepts:* the Labor Force Survey targets all the employed persons, regardless of the production unit type. The main causes of the difference in the figures supplied by the two data sources are the share of the informal sector and informal employment in the Republic of Moldova.

*Differences in measurement:* the Labor Force Survey is a survey carried out in population households. The collected information refers (as period of reference) to the week, from Monday until Sunday inclusively, before the interview.

#### **Coherence with the data from the National Accounts System (NAS):**

##### Remuneration of employees

*Differences in concepts:* the remuneration of employees in the NAS includes the social contributions of the employers (compulsory, voluntary, imputed, etc.).

*Differences in measurement:* National Accounts use a number of data sources, such as: Execution of State Budget, Structural Survey in Enterprises, Households Budget Survey, Labor Force Survey, Balance of Payments, Income statements of natural persons, etc.

#### **Coherence with data of the annual Structural Survey in Enterprises (SSE)**

##### Number of employees

*Differences in concepts:* the survey unit in SSE is the enterprise (legally established unit).

*Differences in measurements:* SSE covers enterprises which perform their economic activities on the territory of the Republic of Moldova. SSE does not include the institutions from budgetary sector, public organizations, institutions from education, health and social work activities financial and insurance activities, public administration.

##### Work remuneration

*Differences in concepts:* the survey unit in SSE is the enterprise (legally established unit).

*Differences in measurements:* SSE covers enterprises which perform their economic activities on the territory of the Republic of Moldova. SSE does not include the institutions from budgetary sector, public organizations, institutions from education, commercial banks, insurance companies, health and social work activities, public administration.

#### **Coherence with the data of the statistical survey in enterprises “Consumptions and Expenditures of the Enterprise”, statistical report no. 5-CEE.**

##### Work remuneration

*Differences in concepts:* the survey unit in the CEE is the enterprise (legally established unit).

*Difference in measurements:* CEE covers all the enterprises, which carry out an economic activity, with an average annual number of employees of 3 and more persons, except for the commercial banks, insurance companies, farmhouses, institutions from budgetary sector, public organizations.

## 6. Institutional Mandate (normative-legal basis)

The NBS activity is based on respecting the Republic of Moldova Constitution, the Law on Official Statistics No. 93 dated 26.05.2017, other legislative and normative acts, NBS management decisions and



orders.

The Law on Official Statistics regulates the organization and operation of the unique system of official statistics, establishing the general principles for collecting, processing, centralizing, diminishing, and stocking statistical information (art.1).

Art. 5 of the Law provides that the production of statistical information is based on respecting the following principles: impartiality, objectiveness, relevance, transparency, confidentiality, cost-efficiency etc.

Being the central statistical body, the National Bureau of Statistics is an administrative authority created under the Government for leading and coordinating the activity in the statistics area.

In accordance with Government Decision 935 of 24.09.2018 on the organization and operation of the NBS, the Bureau exercises the following tasks:

- 1) Coordinates the national statistical system on the development and production of official statistics;
- 2) Elaborates and implements strategies for the development of the national statistical system, annual and multiannual statistical programs;
- 3) Elaborates the normative and institutional framework necessary for the achievement of the strategic objectives in its field of activity, as well as the mechanisms for their implementation in practice;
- 4) Performs the management and control of the achievement in quality conditions of the programs and statistical plans adopted at central and regional level;
- 5) Harmonizes and aligns national statistical indicators, methodologies, methods and techniques with international regulations and standards;
- 6) Promotes the statistical culture in the society.

The legislative and normative acts ruling the activity of the NBS are available on its official page [www.statistica.gov.md](http://www.statistica.gov.md), under About NBS (<http://www.statistica.gov.md/pageview.php?l=en&idc=323&>)

## 7. Confidentiality

### 7.1. Principles

According to art. 19 of the Law on Official Statistics No. 93 dated 26.05.2017, producers of official statistics shall take all regulatory, administrative, technical and organizational measures to protect confidential data and prevent their disclosure.

Chapter VII of the above-mentioned law stipulates that the data collected, processed and stored for the production of statistical information are confidential if they allow the direct or indirect identification of the respondents. The following shall not be considered confidential:

- a) data that can be obtained from publicly accessible sources according to the legislation;
- b) individual data on address, telephone, name, type of activity, number of employees of legal entities and individual entrepreneurs;
- c) data referring to public enterprises, institutions and organizations funded from the budget, submitted at the request of the public administration authorities.

According to the Law on Official Statistics, art. 20, access to confidential information is granted to the persons who, according to their official functions, participate in the production of statistical information shall have access to individual data in so far as individual data are necessary for producing this information.

The same article stipulates that the access to individual data, which do not allow the direct identification of respondents, may be given for scientific survey projects, whose expected results do not refer to identifiable individual units, under the regulation approved by the central statistical authority.

Art. 23 (5) of the Law stipulates that the the statistical information cannot be disseminated to users if it refers to 1-3 statistical units.

### 7.2. Practical assurance of the confidentiality rules

To ensure the protection of confidential statistical data in compliance with the Law on Official Statistics No. 93 dated 26.05.2017, the National Bureau of Statistics undertakes all the regulatory, administrative, technical, and organizational measures to protect the confidential statistical information and prevent its

disclosure.

In compliance with the above-mentioned law, the employees of producers of official statistics, including temporary employees who, according to their official functions, have direct access to individual data shall be obliged to observe the confidentiality of these data during and after termination of employment.

Before being disseminated, the statistical data are verified if they meet the protection requirements set for confidential data. If the statistical data contain confidential information (see p. 7.1), they are not disseminated, but aggregated at the minimum available level which ensures the protection of data confidentiality.

## 8. Access to Information and Dissemination Format

### 8.1. Access to information

#### 8.1.1. Calendar of statistical publications

Annually the Advance release calendar is developed by NBS.

#### 8.1.2. Access to the calendar of statistical publications

The press release calendar is posted on the NBS official page [www.statistica.gov.md](http://www.statistica.gov.md).

#### 8.1.3. Access to statistical data

According to the Law on Official Statistics No. 93 dated 26.05.2017, art. 23:

- a) Producers of official statistics shall be obliged to disseminate the statistical information within the deadlines specified in the programme of statistical works and in the press-release calendar.
- b) The dissemination of statistical information laid down in the programme of statistical works to all categories of users shall be made free of charge and under equal access conditions in terms of volume, quality and time of dissemination

The program of statistical work may be accessed on the web page [www.statistica.gov.md](http://www.statistica.gov.md), under About NBS / legislative and normative acts (<http://www.statistica.gov.md/pageview.php?l=en&idc=323&>)

The NBS web page [www.statistica.gov.md](http://www.statistica.gov.md) represents the most important information source for ensuring users' access to different statistical information and transparency about the NBS activity.

All the operative information, informative notes, time series, as well as the statistical publications developed by NBS are placed on its official web page.

### 8.2. Dissemination format

#### 8.2.1. Operative information / Analytical notes

The operative information and analytical notes are published on the official page of NBS: <http://www.statistica.gov.md> under Press Releases, according to the Press Release Calendar.

#### 8.2.2. Publications

Statistical publications: Statistical Yearbook, Statistical pocket-book, Women and Men in the Republic of Moldova; quarterly and annual informative notes etc.

Access to publications:

- in electronic format, on NBS official page [www.statistica.gov.md](http://www.statistica.gov.md), under Products and services / Publications <http://www.statistica.gov.md/pageview.php?l=en&idc=350&nod=1&>)
- in hardcopy format – in NBS library (more details at the address <http://www.statistica.gov.md/libview.php?l=en&idc=340&id=2400> )
- or may be procured at the NBS office (more details at the address [www.statistica.gov.md](http://www.statistica.gov.md), under Publications <http://www.statistica.gov.md/pageview.php?l=ro&idc=350&id=2219>)

#### 8.2.3. Databases/time series

- **Statistical databank** <http://statbank.statistica.md> under Social statistics / Labour force and earnings.
- **NBS official page:** <http://www.statistica.gov.md> under:
  - *Press Releases*
  - *Statistics by themes / Social statistics / Labour force*
  - *Products and Services / Publications;*
- **Special Data Dissemination Standard (SDDS):** <http://www.statistica.gov.md/SDDS/NSDP/>

#### 8.2.4. Questionnaires/data sent upon request from international organizations

Questionnaires with data are sent to Eurostat, ILO, CIS.

#### 8.2.5. Requests for additional data

NBS makes available for users additional statistical information beyond the data presented in the statistical publications, informative notes, operative information, as well as the data placed on the official web page in the limits of available information, in line with the Law on Official Statistics. Request can be sent personally, by post, by e-mail [moldstat@statistica.gov.md](mailto:moldstat@statistica.gov.md) or via online web form – [www.statistica.gov.md](http://www.statistica.gov.md) heading Products and services / Statistical data request [http://www.statistica.gov.md/solicitare\\_informatii\\_statistice.php?l=en](http://www.statistica.gov.md/solicitare_informatii_statistice.php?l=en)

### 9. Useful References (links)

#### 9.1. Accessibility of documentation on methodology

The methodology is available on the official page [www.statistica.gov.md](http://www.statistica.gov.md), under Metadata heading (<http://www.statistica.gov.md/pageview.php?l=en&idc=351&nod=1&>).

#### 9.2. Accessibility of documentation on Evaluation Reports

The NBS assessment reports are available on the official page [www.statistica.gov.md](http://www.statistica.gov.md), under About NBS / Assessments and opinions on NBS / Assessment reports (<http://www.statistica.gov.md/pageview.php?l=en&idc=399&id=2739>).

#### 9.3. Accessibility of information on user surveys

The users' opinion polls are available on the official page [www.statistica.gov.md](http://www.statistica.gov.md), under About NBS / Assessments and opinions about NBS / Opinion polls (<http://www.statistica.gov.md/pageview.php?l=en&idc=399&id=2740>).

#### 9.4. Other useful references

IMF Special Data Dissemination Standard (SDDS)	<a href="http://www.statistica.gov.md/SDDS/?lang=en">http://www.statistica.gov.md/SDDS/?lang=en</a>
EUROSTAT database	<a href="http://ec.europa.eu/eurostat/data/database">http://ec.europa.eu/eurostat/data/database</a>
UNData database	<a href="http://data.un.org/Browse.aspx">http://data.un.org/Browse.aspx</a>
Un Economic Commission for Europe database	<a href="http://w3.unece.org/pxweb/Dialog/">http://w3.unece.org/pxweb/Dialog/</a>
ILO Statistical Department database	<a href="http://laborsta.ilo.org/">http://laborsta.ilo.org/</a>