STANDARD SUMMARY PROJECT FICHE

1. Basic Information:
   1.1. CRIS Number: 2004/016-764.05.01
   1.2. Title: Use of administrative sources for enhancement and improvement of the statistical information system
   1.3. Sector: Statistics
   1.4. Location: Slovak Republic, Bratislava

2. Objectives

   2.1. Overall Objective:

To increase the quality, effectiveness and flexibility of the statistical information system by gathering and using data from administrative sources in accordance with the basic mission of national statistics (to ensure information on socio-economic development of the SR within their ecological context, including international comparability);

   2.2. Project purpose:

The purposes of the project are the following:

- Integration of individual administrative sources into the statistical information system and creation of the system managing use of data from administrative sources
- Quality improvement of statistical data by utilization of all available and relevant administrative sources
- Decreasing of data quantity obtained from reporting units minimally by 20 % and decreasing of the administrative burden of reporting units

   2.3. Justification:

The project reflects the recommendation from “Comprehensive Monitoring Report on Slovakia’s preparation of membership” from November 2003.

Chapter 12 – statistics:
“The acquis in the field of statistics requires adoption of basic principles such as impartiality, reliability, transparency, confidentiality of individual data and dissemination of official statistics. It also covers methodology, classifications and procedures for data collection in various areas such as statistical infrastructure, macro-economic and price statistics, business statistics, transport statistics, external trade statistics, demographic and social statistics, agricultural statistics and regional statistics..............Slovakia needs to improve the quality and the timeliness of data in certain domains such as national accounts, business and agriculture statistics....”

3. Description

   3.1. Background and justification:
The Slovak statistical system is essentially meeting the commitments and requirements arising from the accession negotiations and provides harmonized data to Eurostat. However, the large amount of State Statistical Surveys carried out by the Statistical Office of the Slovak Republic (SOSR; 110 surveys of which 52 are short-term and 58 long-term) and by ministries (201 surveys of which are 35 short-term and 166 long-term) is very demanding for reporting units. The high administrative burden unfavourably reflects the response rate of statistical reports and the quality of the acquired information.

Some data is collected in parallel as part of the operational administrative work within the institutions of the state administration and in a certain number of cases also in municipalities. The Act No. 540/2001 on State Statistics, which came into force on 1 January 2002, allows the access of the SOSR to data from administrative sources. Moreover, the Government Resolution No. 1207/2001 on more effective acquisition and use of statistical data significantly supports the use of administrative sources for statistical purposes. Based on this resolution, the SOSR carried out a first investigation, listing the administrative sources. However, the possibilities arising from the law are not used in a systematic way and many administrative sources important for statistical purposes are still not accessible in the required form.

Administrative sources are usually created and managed by state organisations according to specific legal norms. In fact there is no co-ordination mainly with respect to the common integration tools. Data in administrative sources is collected from the organizational or otherwise defined units, which are not in accordance with the statistical units. In addition, an analysis, dealing with the evaluation of data quality in administrative sources, with methodology of their creation and possibilities for their use in state statistics, is missing. Data from administrative sources is not harmonised according to EU legislation.

The main objective of the proposed project is to design such an information system, which will be interconnected with the existing information systems of other state authorities as part of the Automated Statistical Information System (ASIS). The created information system should satisfy to the maximum extent the increasing demand of domestic and foreign users of statistics.

Activation of data in administrative sources and their inclusion into the present statistical information system is conditioned by answering the discrepancies related to the harmonization of the integration tools, statistical indicators, creating software allowing data transmission and processing. Data transfer and data processing will be ensured through the unified system of integration tools (standards, registers, classifications, catalogues), compatible communication tools (integrated computer network), and measures to protect and save data. Data will be provided in detailed form and will incorporate metadata (classifications, registers, numerical registers and their description).

Administrative sources integrated into the statistical system will have to include all attributes of the harmonised European system: impartiality, objectivity, reliability, relevance and transparency. Besides, they will have to fulfil the qualitative criteria: accuracy, timeliness, comprehensiveness and comparability, which are essential conditions for providing consistent, comparable and reliable information.
For this purpose it will be necessary to set up rules for exchange of statistical data between the SO SR and other state administration bodies, including preservation of confidentiality and protection towards an individual statistical unit.

Integration of administrative sources into the statistical system will bring the following positive aspects:
- elimination of duplicities in surveyed data (if the statistical methodology allows)
- increasing of quality in surveyed statistical data by confrontation with administrative sources,
- decreasing of costs for execution of statistical surveys
- decreasing of burden on respondents by continual replacing of state statistical surveys by administrative sources

The project will also include software and hardware support in order to ensure data transfer from administrative sources (collection of data from administrative sources, communication channels between ASIS and administrative sources, data processing, database creation in ASIS and data dissemination).

The project covers a wide range of data and information base of administrative sources administrated by the following institutions:

**Ministry of Interior** – register of population, register of municipalities, record of permanent residence especially for the needs of population and migration statistics and for the needs of surveys in households, registers of civil associations, non-profit organisations, interest groups and other persons, trade register for the needs of financial and sectoral statistics, registers of traffic accidents, for the needs of traffic statistics, register of vehicles for business statistics (according to EU1172/98) and market services and data information on travels – departures and arrivals for the needs of tourism statistics.

**The Ministry of Finance** – the state budget and the state final account, data from the Tax Directorate and its tax registers, data from the Custom Directorate and its registers, data from the State Treasury for the needs of financial statistics according to ESA 95 (according to prepared Regulation of the European Parliament and the Council on quarterly financial accounts), of sectoral statistics, social protection statistics and labour market policy statistics. 

**The National Bank of the Slovak Republic** – administrative sources of banking sector and economy of foreign currency for the needs of ESA 95, social protection statistics etc.

**The Ministry of Labour, Social Affairs and Family** – registers and another administrative sources for the needs of social protection statistics, record of industrial injuries for the needs of health and working security statistics, unemployment record for the needs of the policy of labour market statistics, social accounting matrices and to be confronted by data from sectoral statistics (e.g. according to the Regulation of the Council no. 2516/2000, recommendations of the Council no. 92/442/EE).

**The Ministry of Agriculture** – registers of farms, farm animals, beneficiaries of subventions, vineyards, and so on, for the needs of agricultural statistics.

**The Ministry of Environment** – databases on separate components of environment for the needs of other resorts (the Ministry of Agriculture, the Ministry of Health, The Ministry of Economy), data sources on renewable fuel and energy resources, data sources on average temperatures for the needs of energy sector.

**Ministry of Economy** – in the field of industry interconnection of information systems of industry, foreign trade (Intrastat, Extrastat) and cross-sectional energy statistics (i.e. data on oil and natural gas) on an updated level for comparison and verification of data obtained from statistical surveys; interconnection of information sources for research and development
statistics (including innovations) with data from sectoral surveys, interconnection of these data with industry statistics data, human resource statistics data broken down by education and other classification structures, interconnection of industry statistics data with specialised statistics on food industry and food safety, supplementing of information and interconnection of information sources from professional associations and corporations for the needs of structural business statistics, short-term statistics according to the relevant EU norms (Directive 90/377/EEC, Decision 1608/2003/EC, CR 1165/98, CR 58/97)


Ministry of Construction and Regional Development – registers of building permissions and inspection decisions, which are sources of valuable information base on all realised constructions – on their number, type, location, presumed costs and further additional indicators providing significant amount of information on future orientation of the construction market as well as on realised construction works for the needs of structural business statistics and short-term statistics (CR 1165/98, CR 58/97)

Ministry of Education – data from registers of schools and educational facilities, accredited educational organisations, etc. for needs of education statistics (i.e. UNESCO Institute for Statistics, OECD-Eurostat data collection)

Ministry of Health – special health registers (selected diseases such as cancer, tuberculosis, diabetes and infectious disease), register of physicians, network of health facilities, sickness rate and mortality of population for the needs of health statistics, mainly for the system of health accounts

Ministry of Culture – registers and databases in the ministry’s information system (i.e. historic sights, library stock, museums and galleries, theatres, films) for the needs of culture and audiovisual statistics

Social Insurance Company and Health Insurance Companies – register of insured and possibly personal accounts of insured for the needs of social protection statistics, system of health accounts, ESA 95

Ministry of Justice – business register for the needs of structural business statistics and short-term statistics

Some registers are only partly used for statistical purposes. However, there is a need for rules, managing the use of administrative sources in a more systematic way.

3.2. Linked activities:

The Phare Programme has supported the development of the Slovak statistics since 1993 when the SOSR was established as an official national statistical authority. The Multi-beneficiary programmes for statistics as well as the National Phare projects have been implemented. Phare support plays an important role in achieving compliance with the statistical acquis and strengthening the national statistical infrastructure.

The National Phare Programme and the Multi-beneficiary Programme for statistics were oriented towards the harmonisation of statistical acquis and carrying out surveys in individual statistical fields. The current project is complementary to the previous ones and is dealing with the use of administrative sources at disposal in public institutions.

The intervention through the National Phare Programme was allocated to the beneficiary mainly for the purchase of equipment, for censuses and surveys in following area:
• Farm Structural Census (SR9910) - alignment of agriculture statistics according to relevant EU regulations and directives.
• Small- and Medium size Enterprises Census to improve and align business registers (SK0010) - updating the activity status of register units and creation of register of local units; project also harmonised the statistical register with other registers within the public administration bodies
• Strengthening Regional Statistics (REGSTAT) (SK/02/ST/02) – introduction of regional statistical system supporting regional development and structural policy. Administrative sources are involved in the project, therefore, the Transition Facility project does not include regional statistics.
• Implementation of the INTRASTAT-SK system (SK/02/ST/01) – implementation of statistics on foreign trade with Member States (INTRASTAT) and other countries (EXTRASTAT)
• Enforcement of new acquis in the field of statistics (PHARE 2003) – implementation of new statistical acquis and quality improvement through introduction of production system and databases in three areas of statistics – statistics on income and living conditions (SILC), financial accounts and iron and steel. Within the financial statistics the project (Phare 2003) covers financial and balance sheets accounts, unlike the current project (TF 2004) related to current accounts statistics. Therefore, duplicity is excluded.

The mentioned projects are partially related to the goals of the current project - use of administrative sources, dealing with individual statistical fields. However, complex solutions for the use of administrative sources are missing. Therefore, it is necessary to create a functional system coordinating all activities related to the use of administrative sources.

The Multi-beneficiary Programme focuses on the transfer and exchange of know-how and methodology for all the Phare countries with the inclusion of some pilot surveys and is designed to give a technical assistance to countries endeavouring to adopt methods, which comply with international standards during the initial years of transition. The Multi-beneficiary programmes co-ordinated by EUROSTAT have contributed to improvement of the production of statistical data, enabled the introduction of appropriate survey methods for data collection and dissemination, contributed to the establishment of the international comparable classification system and for providing national data for Eurostat’s databases.

The multi-country programme provides for the light transfer of know-how and methodology whereas the national programme helps to implement the know-how into practise of the SOSR. The current project complements the previous projects with no risk of duplicity and overlapping, moreover with a possibility of mutual interconnection.

3.3. Results:

1. Harmonization of administrative sources with respect to indicators and integration tools following the initial analysis (recommendations and conditions).
2. Integration of harmonized data from administrative sources based on information infrastructure allowing transmission, processing and storing of data into the statistical information system.
3. Setting up a functional comprehensive statistical information system using harmonised administrative sources from ministries and other institutions of the SR and created by integration to existing statistical system.
3.4. Activities:

**Twinning light (0.25 MEUR)**

1. Building up co-operation networks with the individual administrators of relevant administrative sources (seminars, discussion, meetings).
2. Analysis of indicators in individual administrative sources mainly with respect to the methodology, harmonization with indicators of EU statistics.
3. Analysis of alignment of integration tools used in administrative sources with the requirements of state and EU statistics.
4. Analysis of the present state of information technologies used in filling, processing, storing and dissemination of data in administrative sources; description of organisation, technical and programming environment
5. Evaluation of present state of administrative sources and drafting of trends for further development and use in Automated Statistical Information System (ASIS) and dissemination of data in other branches, international organisations and other users.
6. Working-out a draft set of indicators and integration tools for individual administrative sources including methodical definition, eventually proposals for extension by further indicators resulting from the needs of users.
7. Working out general (for all sources) and specific (for each source) quality requirements of administrative sources taking into account their use for statistical purposes.
8. Based on the results of analyses setting priorities and phases of integration of individual administrative sources into ASIS.
9. Drafting the recommendations for modification of legislative norms defining the content of individual administrative sources.

Currently, the co-operation of relevant SOSR departments with administrative sources allows obtaining selected data required by the SOSR. In many cases, the number of reporting units included into administrative source, the methodology used in data processing, calculating and definitions of indicators, are not known. This task will be analysed by experts contracted through Twinning light and their results might contribute to the project implementation.

**Profile of first expert (team leader):**
- senior expert in the field of using of administrative sources for statistical purposes
- knowledge of IT
- 10 years of adequate experience
- experience with a similar project is an asset
- good managerial and communication skills, ability to explain and deliver substance of the subject in clear and understandable way
- good knowledge of English, German is welcome (written & spoken)

**Profile of second expert (junior expert):**
- senior/junior expert in the field of using of administrative sources for statistical purposes
- knowledge of European system of business, financial and social statistics (at least one of them, optimally all)
- 5 years of adequate experience
- experience with a similar project is an asset
- good managerial and communication skills, ability to explain and deliver substance of the subject in clear and understandable way
- good knowledge of English, German is welcome (written & spoken)
Contract for Technical Assistance (0.65 MEUR)

1. Analysis of the EU legal framework, EU recommendation for methodology in the field of use of administrative sources for enhancement and improvement of the statistical information system from the technical point of view

2. Methodological and technical preparation of central database of harmonized data from administrative sources based on information infrastructure allowing transmission, processing and storing of data:

• Analyses of the current statistical information system and information systems of administrative sources administrated with relevant institutions (existing databases, technical equipment, volume of processed data, institutional arrangement, personal facilities) and proposals for improvement of statistical information system (collection of data from administrative sources, communication channels between ASIS and administrative sources, data processing, database creation in ASIS and data dissemination).
• Analyses of set metadata which will be used by Web-based technology system to manage collection, processing and exchange data (IT infrastructure metadata)
• Examine the possibilities offered by XML-based technologies (e.g. XBRL, ebXML, UBL, XForms…)
• Analyses the potential of electronic traces as a source of secondary statistical data – use of administration sources help to improve data collection and exchange, saving time and resources and improving quality
• Working out a technical project as a complex basis for programming, which will solve integration of data set into the ASIS, including draft of functional pilot model for transfer of input information, their examinations, corrections, processing, calculation algorithms for extrapolated indicators, saving, up-dating, presentation and dissemination and its check-up by a pilot test.
• Draft of architecture for information system, technical and applicable assumptions, including safety of information system and data back up.
• Realisation of pilot project – filling of information elements with data, solving of data homogenisation and data comparability, testing of system functionality.
• Modification of the technical project after the pilot test.
• Evaluation of the technical project
• Launching of functioning model into the praxis
• Drafting of Terms of Reference (TOR) for software development
• Other activities related to the methodological and technical preparation of the central database

It is expected that the duration of contract for technical assistance would take 24 months since the activities will be carried out progressively (one institution followed by the next one). The process involves the cooperation of the SOSR with 14 institutions plus several health insurance companies (5), with different methodological approach. As previous experience has shown, this is a long demanding process requiring constant meetings and discussions. The cooperation with some institutions (Tax Directorate, Custom Directorate) will be more flexible thanks to previous Phare projects (SMEs Cenzus, INTRASTAT) where relevant agreements were already signed.
Tendering will start as soon as possible. Tasks that fall under the TA contract will be described in detail in the Terms of reference. However, the initial analysis provided through the Twinning light contract might positively influence the project implementation.

Whereas the TA will carry out an analysis from the technical point of view, the TWL part will be oriented towards an analysis from the content point of view (different kinds of legislation creating the basis for relevant administrative sources). Therefore, TWL can influence the TA, but TA does not depend on the TWL.

A long-term expert will manage the contract during the whole implementation period, while a team of two short-term experts will carry out particular tasks regarding analyses of the software and hardware environment in the SOSR and relevant institutions. The tasks will be performed at the SO SR and individual ministries according to the plan suggested by team leader.

Profile of experts (3):

- senior experts in the field of using of administrative sources for statistical purposes
- knowledge of IT
- 10 years of adequate experience
- experience with a similar project is an asset
- good managerial and communication skills, ability to explain and deliver substance of the subject in clear and understandable way
- good knowledge of English, German is welcome (written & spoken)

Service Contract for development of new software (0,72 MEUR)

Specifications of software will be worked out on the basis of information needs and users requirements. Software specifications will be prepared for data inputs and transfer the data from different sources into the statistical database, for recalculation of input data following the methodology and for updating the statistical database at central level:

1. Software development for extension of functionality of the present statistical system to ensure: data collection - transfer of input data periodically updated
2. Software for links between units in the administrative sources and Business register (data matching program)
3. Updating of the module of integration tools (METIS) – numerical registers, statistical indicators
4. Software for data processing
5. Storing of processed data in the Source Database (SDB)
6. Creation of output tables, balance sheets, outputs in electronic GESMES standard for data transmission to Eurostat, ad hoc tables according to requests of internal and external users)
7. Saving, storing, distribution, up-dating, presentation
8. Training of staff including simulation process is completed

The project is demanding regarding the number of institutions involved. Therefore, different information systems used in relevant institutions require specific software allowing data transmission. The implementation is expected to take 17 months since information systems of a great number of institutions need to be linked and connection of software systems of
relevant institutions with the SOSR will be prepared progressively – one institution followed by the next one.

The TA contract is expected to provide for a description of existing obstacles, which need to be identified before software can be developed. This technical project should bridge the existing state with the required one from the technological and technical point of view and needs to be worked-out for each administrative source separately. The process of integrating administrative sources into ASIS (automated statistical information system) will differ in difficulty, depending on the types of information systems.

**Supply Contract of technical equipment (0,17 MEUR – Slovak co-financing included)**

In order to provide for a fully operational and functional statistical system, supporting equipment, such as a communication server and disc arrays, is needed.

The project is expected to significantly increase the data volume being processed by the Automated Statistical Information System (ASIS). The SOSR needs to respond to the increased data quantity by enlarging the capacity of hardware upon which ASIS is installed. Because of mentioned reasons it is necessary to support hardware equipment and ensure reliable and sound operating of ASIS.

A **Server** is necessary for collection, processing and storing of data from administrative sources into the new infrastructure of statistical system. The Statistical office does not dispose of technology for data collection - neither from administrative sources nor from reporting units. All data from statistical surveys are up-to-date in paper form. Therefore, a server is needed to ensure automated collection of data and to support implementation of Web-technologies (XML – based technologies) for data collection from administrative sources.

Communication server will be installed for allocation of programming procedures for data collection from administrative sources. Before data is processed and stored into relevant ASIS subsystem, relevant disc capacity (disc array) has to be ensured for data storing of data obtained from administrative sources. Reliable and scalable server with sufficient power has to be ensured for this process.

**Server`s characteristics (assumed):**

<table>
<thead>
<tr>
<th>Characteristics</th>
<th>Assumed Characteristics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Server type</td>
<td>HP BL20p</td>
</tr>
<tr>
<td>Processor:</td>
<td>2 x Intel Pentium</td>
</tr>
<tr>
<td>RAM</td>
<td>1 GB</td>
</tr>
<tr>
<td>Internal HDD:</td>
<td>2 x 72 GB</td>
</tr>
<tr>
<td>LAN linking possibility:</td>
<td>10/100/1000 Mbps</td>
</tr>
<tr>
<td>Disc array linking:</td>
<td>through technology FC (Fibre Channel) into SAN (Storage Area Network)</td>
</tr>
<tr>
<td>Operating system:</td>
<td>MS Windows 2003 Server</td>
</tr>
<tr>
<td>Applicable software:</td>
<td>Oracle Application Server</td>
</tr>
</tbody>
</table>

Enlarged capacity of data requires **new disc array** used for processing, analysis, storage, sorting into time series and dissemination of data. The equipment directly contributes to the improvement of data quality and saves time and resources. Data from different administrative sources, which will become available as a result of the project, will be stored on new disc arrays.
<table>
<thead>
<tr>
<th>Type (assumed)</th>
<th>HP EVA xxxx</th>
</tr>
</thead>
<tbody>
<tr>
<td>Control unit</td>
<td>Dual-redundant Fibre Channel (FC)</td>
</tr>
<tr>
<td></td>
<td>with mirror cache 1 Gb</td>
</tr>
<tr>
<td>Linking technology</td>
<td>2 Gb FC into SAN and to disks</td>
</tr>
<tr>
<td>HDD capacity</td>
<td>10 x 72 GB 10000ot/min</td>
</tr>
<tr>
<td>Disks supported</td>
<td>Dual-port 2Gb/s FC 38GB, 72GB, 146GB</td>
</tr>
<tr>
<td>Power sources</td>
<td>doubled</td>
</tr>
<tr>
<td>Cabling</td>
<td>according to needs</td>
</tr>
<tr>
<td>FC infrastructure</td>
<td>according to needs</td>
</tr>
<tr>
<td>(cabling, GBIC moduls)</td>
<td></td>
</tr>
<tr>
<td>Multi platform assistance</td>
<td>MS Windows NT, Windows 2000, Windows</td>
</tr>
<tr>
<td></td>
<td>2003, HP Tru64 Unix, Sun Solaris, Linux,</td>
</tr>
<tr>
<td></td>
<td>HP-UX</td>
</tr>
<tr>
<td>Services required</td>
<td>Installation into existing rack</td>
</tr>
</tbody>
</table>

Assumed contributions of allocated amount – 100 000 EUR – server
70 000 EUR – disc array

All technical equipment will be used by employees at the Statistical Office of the Slovak Republic responsible for data collection and proceeding within this project. Delivered technical equipments must be compatible with current information communication technology (ICT) SOSR for data collection and processing.

3.5 Lessons learned:

The project is rather extensive and has to be divided in four parts. In spite of difficulties in finding a Twinning partner for previous Phare projects, the best solution for the first part of the project is Twinning Light. Valuable experience and knowledge was obtained in the course of successful implementation and management of similar projects. The fact was reflected in the Monitoring Reports of the Sectorial Monitoring Sub-Committee, which evaluated the statistical projects as excellent.

4. Institutional Framework

The Statistical Office of the Slovak Republic being the beneficiary will implement the project in co-operation with the following national ministries and institutions: Ministry of Labour, Social Affairs and Family, Ministry of Finance, Ministry of Economy, National Bank of Slovakia, Ministry of interior, Financial Market Authority and Data Centrum, Ministry of agriculture, Ministry of Construction and Regional Development, Ministry of Transport, Posts and Telecommunications, Ministry of Health, Ministry of Education, Ministry of Culture and other databases of public administrative authorities (Social Insurance Agency, health insurance companies, cadastral office, State Treasury, Tax Directorate, etc.)

Mr. Milan Olexa General Director of the Social statistics and demography section of the SOSR will be the project leader.

Section responsible for project – Methodology and Informatics section, National Account and Prices section, Business statistics section, Social statistics and Demography section, and Department of External Trade statistics will ensure the implementation. Social statistics and demography section will be a co-ordinator between individual sections and departments and responsible for mutual information during the project implementation.
The management and administration of the project will be ensured at regular meetings of the Steering Committee established for the project implementation. Representatives of all concerned departments and central public administration authorities will be members of the Steering committee. Also directors from other departments of the SOSR will be invited to regular meetings as advisory consultants.

5. Detailed Budget

<table>
<thead>
<tr>
<th>Contract No.</th>
<th>Investment Support</th>
<th>Institution Building</th>
<th>Total TF (=I+IB)</th>
<th>National Co-financing*</th>
<th>IFI*</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract No. 1 Twinning Light</td>
<td>0,25</td>
<td>0,25</td>
<td></td>
<td></td>
<td>0,25</td>
<td></td>
</tr>
<tr>
<td>Contract No.2 Technical Assistance</td>
<td>0,65</td>
<td>0,65</td>
<td></td>
<td></td>
<td>0,65</td>
<td></td>
</tr>
<tr>
<td>Contract No.3 Services soft.</td>
<td>0,72</td>
<td>0,72</td>
<td></td>
<td></td>
<td>0,72</td>
<td></td>
</tr>
<tr>
<td>Contract No.4 -Supply</td>
<td>0,12</td>
<td>0,12</td>
<td>0,05</td>
<td></td>
<td>0,17</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>0,12</td>
<td>1,66</td>
<td>1,74</td>
<td>0,05</td>
<td>1,79</td>
<td></td>
</tr>
</tbody>
</table>

National joint co-financing will be earmarked in the state budget after signing the Financing Proposal and adopting Law on state budget for the years in question.

6. Implementation Arrangements

6.1 Implementing Agency

CFCU
Radlinskeho 32, Bratislava 813 18, Slovakia
Project Authorizing Officer (PAO) – Silvia Czuczorova
Tel.: 00421-2-572 62 111
Fax: 00421-2-572 62 727
E-mail: cfcu@cfcu.sk

6.2 Twinning

The best way for carrying out analyses and building co-operation networks with other institutions is twinning light (0,25 MEUR). Both twinning partners will follow the principles of the revised Twinning Manual. Beneficiary can take advantage of experience gained during implementation of previous Twinning projects.

6.3 Non-standard aspects: -

6.4 Contracts

Contract No.1 – Twinning light 0,25 MEUR
Contract No.2 – Technical Assistance contract 0,65 MEUR
Contract No.3 – Services for software development 0,72 MEUR
Contract No. 4 – Supply contract 0,17 MEUR

7. Implementation Schedule

<table>
<thead>
<tr>
<th>Component</th>
<th>Start of Tendering</th>
<th>Start of Project Activity</th>
<th>Completion</th>
</tr>
</thead>
</table>

7.1. Start of tendering/call for proposals
   - January 2005

7.2. Start of project activity
   - April 2005

7.3. Project Completion
   - June 2007

8. Sustainability

The beneficiary has foreseen staff and financial resources necessary to maintain the administrative functioning of the project. Increased demands for operating of ASIS after project implementation will be ensured from the SOSR budget.

9. Conditionality and sequencing

**Conditionalities**

- An adequate project management and co-ordination structure has to be established within the SOSR. It must be approved by the top management of the Office before the project implementation starts.
- Involvement and co-operation with other state administration authorities has to be considered and an appropriate body has to be established. It must be undertaken by the sectoral co-ordinator before the project implementation starts.
- National co-financing available – commitment given by the Government before start of project

**Sequencing:**

**Milestones for project implementation**

- Analysis of the present administrative sources and the resulting recommendations for administrative sources completed – 3rd quarter 2005
- Technical project for integration of data from administrative sources into ASIS worked out – one institution after the other – the first technical project - 4th quarter 2005
- Technical documentation of the software is completed – for the first institution - 2nd quarter 2006
- Hardware is delivered – 2nd quarter 2006
- Specialised software is developed – 1st quarter 2007
• Software testing – 2nd quarter 2007
• Testing of data integration into ASIS is finished – 2nd quarter 2007
• Training of staff including simulation process is completed – 2nd quarter 2007
• Routine practice, full implementation loaded - 2008

Annexes to Project Fiche
1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)
**Programme name and number:** Transition Facility 2004  
2004/016-764.05.01  
**Contracting period expires:** 15 December 2006  
**Total budget (MEUR):** 1.79

**Sheet no. 1**  
**Disbursement period expires:** 15 December 2007  
**TF budget (MEUR):** 1.74

### Overall objective:

To increase quality, effectiveness and flexibility of statistical information system by gathering and using data from administrative sources.

### Project purpose:

- Integration of individual administrative sources into the statistical information system and creation of the system managing use of data from administrative sources
- Quality improvement of statistical data by utilization of all available and relevant administrative sources
- Decreasing of data quantity obtained from reporting units minimally by 20% and decreasing of the administrative burden of reporting units

### Results:

- Harmonization of administrative sources with respect to indicators and integration tools following the initial analysis (recommendations and conditions).
- Integration of harmonized data from administrative sources based on information infrastructure allowing transmission, processing and storing of data into the statistical information system.
- Setting up a functional comprehensive statistical information system using harmonised administrative sources

<table>
<thead>
<tr>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions and risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statistical acquis communautaire adopted and its methodology implemented in the Program of State Statistical Surveys</td>
<td>Global Assessment of EUROSTAT</td>
<td>National law on state statistics which entered in force on 1st January 2002</td>
</tr>
<tr>
<td>Slovak statistics accepted as integral part of the European Statistical System</td>
<td>Monitoring Reports</td>
<td>Experience in implementation of similar statistical projects</td>
</tr>
<tr>
<td>Integration tools and indicators of administrative sources harmonized</td>
<td>Eurostat’s database New Cronos</td>
<td>Commitment of the Government to provide national co-financing</td>
</tr>
<tr>
<td>Improvement of data quality from administrative sources according to EUROSTAT recommendation</td>
<td>Statistical Yearbooks and other particular publications</td>
<td>Appropriate project management structure created</td>
</tr>
<tr>
<td>Decreased number or extent of statistical surveys burdening reporting units</td>
<td>Program of State Statistical Surveys</td>
<td>Personal capacities available on national and European level</td>
</tr>
<tr>
<td>Willingness for co-operation with relevant institutions</td>
<td>Eurostat’s Compliance Database</td>
<td></td>
</tr>
<tr>
<td>Differences in indicators and integration tools regarding administrative sources identified</td>
<td>Report on quality of data from administrative sources integrated into ASIS</td>
<td></td>
</tr>
<tr>
<td>Report on general and specific quality requirements of administrative sources prepared</td>
<td></td>
<td></td>
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<tr>
<td>Draft of necessary legislative modifications of individual administrative sources proposed</td>
<td></td>
<td></td>
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<tr>
<td>Harmonised statistical data submitted to Eurostat, ECB and other international institutions according to EU requirements</td>
<td></td>
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<tr>
<td>Adjusted administrative sources prepared to be integrated into ASIS</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minutes, agreements</td>
<td>Personal capacities available on national and European level</td>
</tr>
<tr>
<td>Initial analyses</td>
<td>All project documentation available in time</td>
</tr>
<tr>
<td>Evaluation reports</td>
<td>Contracting according to time schedules for partial components</td>
</tr>
<tr>
<td>Interim and final reports</td>
<td></td>
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<tr>
<td>Expert reports</td>
<td></td>
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<tr>
<td>Statistical yearbooks</td>
<td></td>
</tr>
<tr>
<td>Report on quality requirements of administrative sources and data obtained from them</td>
<td></td>
</tr>
</tbody>
</table>
from ministries and other institutions of the SR and created by integration into existing statistical system

<table>
<thead>
<tr>
<th>Activities: Means</th>
<th>Cost</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Building up co-operation networks with individual administrators of relevant administrative sources</td>
<td><strong>Twinning light contract</strong></td>
<td><strong>0,25 MEUR</strong></td>
</tr>
<tr>
<td>2. Analysis of indicators in individual administrative sources (methodology and indicators used)</td>
<td></td>
<td></td>
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<tr>
<td>3. Analysis of alignment of integration tools</td>
<td></td>
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<tr>
<td>4. Analysis of the present state of information technologies used in filling, processing, storing and dissemination of data; description of organisation, technical and programming environment.</td>
<td></td>
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<tr>
<td>5. Evaluation of present state of administrative sources and drafting their use in ASIS</td>
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<tr>
<td>6. Working out a draft of set of indicators and integration tools for administrative sources</td>
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<tr>
<td>7. Working out general (for all sources) and specific (for each source) quality requirements of administrative sources</td>
<td></td>
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</tr>
<tr>
<td>8. Based on the results of analyses setting priorities and phases of integration of administrative sources into ASIS.</td>
<td></td>
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<tr>
<td>9. Working out a draft of recommendations for modification of legislative norms</td>
<td><strong>Contract for Technical assistance</strong></td>
<td><strong>0,65 MEUR</strong></td>
</tr>
<tr>
<td>10. Analysis of the EU legal framework, EU recommendation for methodology in the field of use of administrative sources for enhancement and improvement of the statistical information system</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Methodological and technical preparation of integration of harmonized data from administrative sources into ASIS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11.1 Analyses of the current statistical information system and information systems of administrative sources administrated by relevant institutions and proposals for improvement of</td>
<td></td>
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</tr>
</tbody>
</table>
statistical information system

11.2 Analyses of set metadata which will be used by Web-based technology system to manage collection, processing and exchange data (IT infrastructure metadata)

11.3 Examine the possibilities offered by XML-based technologies (e.g. XBRL, ebXML, UBL, XForms...)

11.4 Analyses the potential of electronic traces as a source of secondary statistical data – use of administration sources help to improve data collection and exchange, saving time and resources and improving quality

11.5 Working out a technical project as complex basis for programming, which will solve integration of data set into the ASIS

11.6 Draft of architecture for information system, technical and applicable assumptions, including safety of information system and data back up.

11.7 Carrying out the pilot project – filling in information systems with data, solving of data compatibility and comparability, test of functionality.

11.8 Modification of the technical project after the pilot test

11.9 Evaluation of the technical project

11.10 Launching of functioning model into the praxis

11.11 Draft of Terms of Reference (TOR) for Software development

11.12 Other activities related to the methodological and technical preparation of the central database

12. Development of software in order to create functional information system.

13. Delivery of technical equipment for data collection and exchange and software tools

- Services Contract for software
- Supply Contract

- 0,72 MEUR
- 0,17 MEUR

Preconditions
- Adequate project management and co-ordination structure established within the SOSR.
| Involvement and co-operation with relevant state administration authorities considered and an appropriate co-ordinating management group established |
| National co-financing available – commitment given by the Government before start of project |
Annex 2

**Detailed implementation time chart**

Project number: 2004/016-764.05.01  
Project title: Use of administrative sources for enhancement and improvement of the statistical information system

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
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</thead>
<tbody>
<tr>
<td><strong>Institution Building</strong></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Twinning light</td>
<td>D</td>
<td>D</td>
<td>D</td>
<td>D</td>
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<tr>
<td>Technical assistance</td>
<td>D</td>
<td>D</td>
<td>D</td>
<td>D</td>
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<tr>
<td>Service contract</td>
<td>D</td>
<td>D</td>
<td>D</td>
<td>D</td>
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<tr>
<td><strong>Investment</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Supply contract</td>
<td>D</td>
<td>D</td>
<td>D</td>
<td>D</td>
</tr>
</tbody>
</table>

D - design  
T - tendering and contracting  
I - implementation
CUMULATIVE CONTRACTING AND DISBURSEMENT SCHEDULE  (MEUR)

Project number: 2004/016-764.05.01
Project title: Use of administrative sources for enhancement and improvement of the statistical information system

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>Disbursed</td>
<td></td>
<td>0,12</td>
<td>0,25</td>
<td>0,25</td>
<td>0,25</td>
<td>0,25</td>
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<td>0,25</td>
<td>0,25</td>
<td>0,25</td>
<td>0,25</td>
<td>0,25</td>
</tr>
</tbody>
</table>

| Contract for TA             | Contracted | 0,65    |         |         |         |         |         |         |         |         |         |         |         | 0,65  |
| Disbursed                   |            | 0,08    | 0,17    | 0,25    | 0,34    | 0,43    | 0,52    | 0,60    | 0,65    |         |         |         |         | 0,65  |

| Service Contract            | Contracted |         |         |         |         |         |         |         |         |         |         |         |         | 0,72  |
| Disbursed                   |            | 0,2     | 0,4     | 0,6     | 0,66    | 0,72    |         |         |         |         |         |         | 0,72  |

| Supply Contract             | Contracted |         |         |         |         |         |         |         |         |         |         |         |         | 0,12  |
| Disbursed                   |            | 0,12    |         |         |         |         |         |         |         |         |         |         | 0,12  |

| Total                       | Contracted | 0,94    | 0,94    | 0,94    | 1,74    | 1,74    | 1,74    | 1,74    | 1,74    | 1,74    | 1,74    | 1,74    | 1,74    | 1,74  |
| Disbursed                   |            | 0,12    | 0,33    | 0,42    | 0,70    | 0,99    | 1,45    | 1,60    | 1,74    | 1,74    | 1,74    | 1,74    | 1,74    | 1,74  |