National statistical business register - Latvia

National Reference Metadata in Euro SDMX Metadata Structure (ESMS)

Compiling agency: Central Statistical Bureau of Latvia

Eurostat metadata

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1.1. Contact organisation	Central Statistical Bureau of Latvia
1.2. Contact organisation unit	Business Register Section
1.5. Contact mail address	pasts@csp.gov.lv

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2.1. Metadata last certified	30/04/2023
2.2. Metadata last posted	29/06/2023

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3. Statistical presentation

3.1. Data description

The statistical business registers (SBR) are basic infrastructure for the collection and compilation of data for European business statistics. The SBR are used as the main source of information for statistical analysis of the business population and its demography, for the definition of the survey population and for establishing the link to administrative data sources.

European statistical business registers should become an authoritative sources for deriving harmonised frame populations for the production of European business statistics. SBR contribute to the achievement of consistent and comparable business statistics by creating and using coordinated populations of statistical units

The national statistical business registers include information on the active population of:

- all enterprises carrying out economic activities contributing to the gross domestic product (GDP) and their local units;
- the legal units of which those enterprises consist;
- the kind of activity unit for those enterprises which due to their size have a significant influence and whose kind-of-activity units (KAUs) have a significant influence on the aggregated (national) data;
- enterprise groups to which those enterprises belong.

Households shall not fall within the scope of the European framework for statistical business registers insofar as the goods and services they produce are destined to their own consumption, or involve letting out of own property.

Local units of foreign enterprises not constituting separate legal entities (branches), and classified as quasi- corporations in accordance with Regulation (EU) No 549/2013, shall be deemed to be enterprises for the purposes of the national statistical business registers and the EuroGroups Register.

Enterprise groups shall be identified through the links of control between their legal units in accordance with Regulation (EU) No 549/2013.

The main variables recorded in the statistical business registers are the following:

- Identification variables: identification number, name, address;
- Demographic events: date of commencement/cessation of the unit;
- Economic variables/stratification parameters: economic activity (NACE), employment, turnover, legal form, legal activity status;
- Information on control and ownership of units: parent/subsidiary legal unit, minority shareholder information, country of global decision centre.

3.2. Classification system

Classification systems and code lists used in the national statistical business register are as follows:

- Statistical classification of economic activities in the European Community Rev.2
- European System of Accounts (ESA 2010)
- Nomenclature of territorial units for statistics (NUTS)
- Classification of identification of forms of ownership and entrepreneurship
- ISO Country code (ISO 4217)

- List of legal forms of the legal units

3.3. Coverage - sector

The coverage of the national statistical business registers is defined in the [Regulation (EU) 2019/2152](#) on European business statistics.

The national statistical business registers comprise all enterprises resident in the national territory that are carrying out activities contributing to GDP.

Households do not fall within the scope of the European framework for statistical business registers insofar as the goods and services they produce are destined to their own consumption, or involve letting out of own property.

The SBR frame covers all units which, wholly or partially, exercise an economic activity and economically inactive legal units, which are part of an enterprise in combination with economically active legal units. For the purposes of the European framework for statistical business registers, the following economic activities are considered:

- any activity comprising the offer of goods and services on a given market;
- non-market services contributing to the GDP;
- direct and indirect holdings of active legal units.

Holding assets and/or liabilities are also considered an economic activity.

The national statistical business register covers all NACE rev.2 sectors.

3.4. Statistical concepts and definitions

The main statistical concepts and definitions used for the statistical business registers are as follows:

Annual copy of statistical business register

The annual copy of the statistical business register reflects the state of the register at the end of the year including all units active within the reference year. NSIs have to make a copy annually and keep that copy for at least 30 years for the purpose of analysis.

Active unit

A statistical unit is considered to have been active during the reference period, if in said period it either realized positive net turnover or produced outputs or had employees or performed investments.

A legal unit can be legally or administratively active without any economic activity, when the inactive legal unit is part of an enterprise in combination with economically active legal units. Holding assets and/or liabilities shall also be regarded as an economic activity.

Number of active enterprises

The number of active enterprises is the number of all statistical units which at any time during the reference period were 'enterprises', as defined in Council Regulation (EEC) No 696/93, and also active during the same reference period. A statistical unit is considered to have been active during the reference period, if in said period it either realized positive net turnover or produced outputs or had employees or performed investments.

Number of employees

The number of employees represents the average number of persons who were, at some time during the reference period, employees of the statistical unit.

Number of employees and self-employed persons

The number of employees and self-employed persons is the sum of the Number of employees and Number of self- employed persons. The number of self-employed persons is the average number

of persons who were at some time during the reference period the sole owners or joint owners of the statistical unit in which they work. Family workers and outworkers whose income is a function of the value of the outputs of the statistical unit are also included.

Number of local units

A count of the number of local units as defined in Regulation (EEC) No 696/93 registered to the population concerned in the business register corrected for errors, in particular frame errors. Local units must be included even if they have no paid employees. This statistic should include all units active during at least a part of the reference period.

Net turnover

For all activities except for NACE 64, 65 and some activities of NACE 66 net turnover consists of all income arising during the reference period in the course of ordinary activities of the statistical unit, and is presented net of all price reductions, discounts and rebates granted by it.

Income is defined as increases in economic benefits during the reference period in the form of inflows or enhancements of assets or decreases of liabilities that result in increases in equity, other than those relating to contributions from equity participants.

The inflows referred to are arising from contracts with customers and are realized through the satisfaction by the statistical unit of performance obligations as foreseen in said contracts. Usually, a performance obligation is represented by the sale (transfer) of goods or the rendering of services, however, the gross inflows can also contain revenues obtained as a yield on the use by others of the statistical unit's assets.

Excluded from net turnover are:

— all taxes, duties or levies linked directly to revenue;

— any amounts collected on behalf of any principal, if the statistical unit is acting as an agent in its relationship with said principal;

— all income not arising in the course of ordinary activities of the statistical unit. Usually, these types of income are classified as 'Other (operating) income', 'Financial income', 'Extra-ordinary income' or under a similar heading, depending on the respective set of generally accepted accounting standards used to prepare the financial statements.

Infra-annual statistics may not be able to take into account aspects such as annual price reductions, subsidies, rebates and discounts.

For the activities of NACE K6411, K6419 and K649 net turnover is defined as the value of output minus subsidies or government grants.

For the activities of NACE K642 and K643 net turnover can be approximated by the total operating costs, if net turnover is not available in the financial statements.

For the activities of NACE K6511, K6512 and K652 net turnover is defined as Gross premiums earned.

For the activities of NACE K653 the net turnover is defined as total pension contributions

For activities of NACE K66 for which net turnover is not available in the financial statements, net turnover is defined as the value of output minus subsidies or government grants. For activities of NACE K66 for which net turnover is available in the financial statements, the standard definition of net turnover applies.

Principal activity

The principal (or main) activity is the activity that contributes most to the total value added of a unit under consideration. Ideally, the principal activity of the unit should be determined with reference to the value added to the goods and services produced, by applying the top-down method. The top-down method follows a hierarchical principle: the classification of the unit at the lowest level of the classification must be consistent with the classification of the unit at higher

levels. The principal activity so identified does not necessarily account for 50 % or more of the unit's total value added.

In the European Union the classification of principal activity is determined by reference to NACE Rev. 2, first at the highest level of classification and then at more detailed levels (top-down method).

Secondary activity

A secondary activity is each separate activity that produces products eventually for third parties and that is not the principal activity. The outputs of secondary activities are secondary products.

More information on statistical concepts and definitions relevant to the statistical business registers could be found in the EBS methodological manual for Statistical Business Registers (2021 edition).

3.5. Statistical unit

The statistical units maintained in the national statistical business register are defined in accordance with Regulation (EEC) No 696/93 on the statistical units for the observation and analysis of the production system in the Community, as follows:

- **Enterprise -** the enterprise is the smallest combination of legal units that is an organizational unit producing goods or services, which benefits from a certain degree of autonomy in decision-making, especially for the allocation of its current resources. An enterprise carries out one or more activities at one or more locations. An enterprise may be a sole legal unit.
- **Enterprise group** - an enterprise group is an association of enterprises bound together by legal and/or financial links. A group of enterprises can have more than one decision-making centre, especially for policy on production, sales and profits. It may centralize certain aspects of financial management and taxation. It constitutes an economic entity, which is empowered to make choices, particularly concerning the units, which it comprises.
- **Kind of activity unit (KAU)** - the kind of activity unit groups all the parts of an enterprise contributing to the performance of an activity at class level (four digits) of NACE and corresponds to one or more operational subdivisions of the enterprise. The enterprise's information system must be capable of indicating or calculating for each KAU at least the value of production, intermediate consumption, manpower costs, the operating surplus and employment and gross fixed capital formation.
- **Local unit** - the local unit is an enterprise or part thereof (e. g. a workshop, factory, warehouse, office, mine or depot) situated in a geographically identified place. At or from this place economic activity is carried out for which - save for certain exceptions - one or more persons work (even if only part-time) for one and the same enterprise.

3.6. Statistical population

The national statistical business registers shall be the authoritative source for deriving high quality and harmonised statistical business register populations for the production of European statistics in accordance with Article 8 to the EBS Regulation 2019/2152.

3.7. Reference area

The reference area for national statistical business register is the territory of the country. Concerning enterprise groups any country outside the national territory may be relevant.

3.8. Coverage - Time

The national statistical business register was established in 1992.

The statistical units are implemented and maintained in the national statistical business register as follows:

- Enterprise group – implemented and maintained since 2005.
- Enterprise – implemented and maintained since 2018.
- Local unit – implemented and maintained since 2013.
- Kind of activity unit – implemented and maintained since 2018.

3.9. Base period

Not applicable.

4. Unit of measure Top

The economic variables on employment are recorded in absolute figures.

The net turnover is recorded in 1.000 of Euro units.

5. Reference Period Top

The reference period for the annual copy of the national statistical business register is a calendar year.

An annual copy that reflects the state of the national statistical business registers at the end of the year is taken and kept for at least 30 years for the purpose of analysis.

The latest available copy of the national statistical business register consists of the final annual master frame for 2022 reference year.

In this annual copy, the economic variables (number of employees, turnover and economic activity) refer to the 2021 reference year.

6. Institutional Mandate Top

6.1. Institutional Mandate - legal acts and other agreements

Legal acts and other agreements - EU level:

- Regulation (EU) 2019/2152 of the European Parliament and of the Council of 27 November 2019 on European business statistic
- Commission Implementing Regulation (EU) 2020/1197 of 30 July 2020 laying down technical specifications and arrangements pursuant to Regulation (EU) 2019/2152 of the European Parliament and of the Council on European business statistics.

Legal acts and other agreements - national level:

- Statistics Law
- Cabinet Regulation No. 732 By-Laws of the Central Statistical Bureau of Latvia
- Official Statistics Program 2023-2025
- The Cabinet Regulation No. 812, 20.12.2016., Official statistical questionnaires and standard forms for approval.

6.2. Institutional Mandate - data sharing

The EBS Regulation (EU) 2019/2152 lays down provisions on the exchange of and access to confidential data for the purpose of the European framework for statistical business registers.

The Commission implementing regulation (EU) 2020/1197 lays down technical specifications and arrangements pursuant to Regulation (EU) 2019/2152, including technical specifications for the exchange of confidential data for the purposes of the European framework for statistical business registers.

At national level, the following agreements or procedures for data sharing and data exchange between national authorities established:

- Data exchange agreement between Bank of Latvia and Central Statistical Bureau of Latvia (CSB)
- Data exchange agreement between State Revenue Service (including Taxpayers Register) and Central Statistical Bureau of Latvia (CSB)
- Data exchange agreement between Register of Enterprises of Republic of Latvia data re-users and Central Statistical Bureau of Latvia (CSB)
- Data exchange agreement between ministries (Ministry of Agriculture, Ministry of Culture, Ministry of Welfare) and Central Statistical Bureau of Latvia (CSB)
- Data exchange agreement between State Land Service of Latvia and Central Statistical Bureau of Latvia (CSB)
- Data on CSB website
- Individual data requests
- Others.

7. Confidentiality Top

7.1. Confidentiality - policy

Regulation (EC) No 223/2009 (recital 24 and Article 20(4)) of 11 March 2009 (OJ L 87, p. 164) on European statistics stipulates the need to establish common principles and guidelines ensuring the confidentiality of data used for the production of European statistics and the access to those confidential data with due account for technical developments and the requirements of users in a democratic society.

The following policy rules are applied at national level:

Confidentiality of the information provided by respondents is protected by the Chapter III Section 17 of the Statistics Law stipulating rights and obligations of the Central Statistical Bureau and other state authorities producing official statistics.

Section 17. Data Processing and Statistical Confidentiality

(1) The statistical institution shall use the data that are obtained in accordance with Sections 14, 15, and 16 of this Law for the production of official statistics, with the exception of cases laid down in Sections 25 and 26 of this Law.

(2) The data may be modified, supplemented or combined with other data available to the statistical institution, as well as re-used for the production of other official statistics.

(3) In using data, the statistical institution has the right to establish and maintain statistical registers for the production of official statistics.

(4) The statistical institution shall determine the data storage duration, by taking into account the needs for production of official statistics.

(5) Data of a natural person obtained for the production of official statistics shall be anonymised immediately after collection, testing and linking thereof, except the case where personal data are

still required for production of official statistics. The statistical institution shall ensure that the identifying data are stored safely and separately from other data.

(6) The statistical institution shall take all the necessary measures to prevent unauthorised access to data, data modification or dissemination, accidental or unauthorised destruction.

(7) Employees of the statistical institution shall not disclose data or any other restricted access information coming to their knowledge in the performance of their service or work duties. This shall also apply to persons who are temporarily involved in the production of official statistics or have terminated employment or service relations.

7.2. Confidentiality - data treatment

According to policy rules (see section 7.1).

8. Release policy

8.1. Release calendar

The preliminary frames t + 11 months of the national statistical business register are released according to the statistical user needs, as follows:

- T+ 11 months to STS domain;
- T+ 11 months to SBS domain;
- T+ 11 months to FATS;
- T+ 11 months to ITGS;
- T+ 11 months to ITSS;
- T+ 11 months to CIS (Community Innovation Survey);
- T+ 11 months to ICT survey;
- T+ 11 months to R&D;
- T+ 11 months to (other domains).

The final frame of the national statistical business register is released in T+ 16 months.

8.2. Release calendar access

Not applicable.

8.3. Release policy - user access

The statistical users get access to the SBR frames or receive required data in the following way:

- access to the SBR database
- fixed data files

The direct access to SBR only for internal users of Central Statistical Bureau of Latvia.

9. Frequency of dissemination

The SBR preliminary frames are provided to statistical users with the following frequency T+11.

The final frame for a reference year T is available on annual bases in T+16 months.

The annual copy is kept for 30 years for the purpose of analysis at the end of year.

10. Accessibility and clarity

10.1. Dissemination format - News release

Not applicable.

10.2. Dissemination format - Publications
Statistical Year Book of Latvia

10.3. Dissemination format - online database
Official Statistical Portal https://stat.gov.lv/en/statistics-themes/business/number-enterprises-and-enterprise-demography

10.4. Dissemination format - microdata access
The NSI exchange microdata with the Commission (Eurostat) for the purposes of the European framework for statistical business registers. The data and metadata are exchanged in electronic form and transmitted using the ESS data and metadata standards as specified by the Commission (Eurostat). The SBR microdata are provided to the authorized statistical users, as follows: • direct access to SBR and data files for internal uses • data files for external users NSI exchange microdata with NCB for the purposes of the European framework for statistical business registers in order to ensure the quality of multinational enterprise group information in the European Union. Anonymised micro-data are provided to researchers via secured environment according to the procedure for dissemination of confidential data for scientific purposes.

10.5. Dissemination format - other
The aggregated data on national statistical business register are provided annually to Eurostat in electronic form and transmitted via EDAMIS. Tailor-made data sets available on request for external users: • data files National statistical business register is the main source for the Business demography statistics that provide information for active enterprises in the business economy, the births, deaths and survival rates of enterprises, as well as information on related employment data. In the business demography domain, the business economy covers sections B to N, excluding activities of holding companies – K64.2 (NACE Rev.2).

10.6. Documentation on methodology
European business statistics methodological manual for statistical business registers – edition 2021 outlines the methodology to be used for the national statistical institutes.

10.7. Quality management - documentation
ESS Data Quality Programme for statistical business registers is available on CIRCABC.

11. Quality management Top

11.1. Quality assurance

CSB of Latvia has developed the Quality Policy of the National Statistical System of Latvia and imposed total quality requirements for statistical institutions which are based on European Statistics Code of Practice.

The Quality Policy of the National Statistical System of Latvia has been developed in accordance with the general quality requirements for statistical institutions set forth by the European Statistical System and international documents.

The aim of the Quality Policy is to build confidence in official statistics by ensuring independent official statistics of high quality. To achieve this aim, all national institutions producing official statistics (hereinafter – Statistical Institutions) must ensure objectivity and a high level of quality in the production and dissemination of official statistics, following common principles set out in the European Statistics Code of Practice and explained in the Handbook.

The principles for ensuring high-quality official statistics determine that Statistical Institutions:

- are legally authorised to collect information for the needs of official statistics;
- are professionally independent from other political, legislative and executive institutions and structures, as well as from private sector representatives;
- make sure that the institution's resources for meeting the requirements for official statistics are sufficient and used effectively and efficiently;
- ensure that official statistics meet the needs of users, portray reality in an accurate and credible way, are comparable and coherent, are prepared at the earliest possible date and disseminated according to release calendar;
- produce official statistics in an objective and professional manner, by respecting scientific independence and applying sound methodology, as well as appropriate methods throughout the entire production process;
- use own data or data of other institutions to the extent possible when ensuring official statistics, monitor the response burden and set future targets for its reduction;
- guarantee that the information provided by respondents (legal and natural persons) for the needs of official statistics is confidential and used only for statistical purposes, respecting individuals' rights to privacy;
- supplement official statistics with supporting metadata and explanations, disseminating it to all users simultaneously in a manner suitable and convenient to them.

11.2. Quality management - assessment

The quality of statistical business register is monitored according the quality assurance procedure described in concept 11.1.

The overall assessment results could be summarised as follows:

- Peer Review
- Audit during the reporting period
- other

The quality of CSB statistics is assessed according to five quality criteria: relevance, accuracy, timeliness and punctuality, accessibility and clarity, coherence and comparability. The main activities described on CSB website https://www.csp.gov.lv/en/quality-assurance-framework

At national level, the quality of the data sent to EGR is assured as follows:

- Management Systems of the Central Statistical Bureau (CSB) are certified according to requirements of ISO 9001:2015 standard "Quality management systems – Requirements" and information security management system standard ISO 27001:2013.

Quality policy of https://www.csp.gov.lv/en/media/2658/download?attachment

12. Relevance

12.1. Relevance - User Needs

SBR are important for the compilation of consistent and comparable European business statistics, establishing efficient statistical survey frames, providing identification numbers of all the units and for linking to many different sources, increasing statistical information and reducing the reporting burden on enterprises.

SBR are referred to as the 'backbone' in the production of economic statistics because they provide the core infrastructure to ensure data consistency between various statistical outputs.

SBR is available for all internal users. The main tasks provided by SBR are:

- To mobilize administrative data;
- To detect and classify statistical units;
- To maintain the business population of economically active enterprises to provide the base for all statistical surveys;
- To maintain information on enterprise groups and test of profiling large and complex enterprises;
- To prepare information according to requirements of local and international organizations, institutions and other data users; To prepare of information for publications

Data are available on the CSB database. The main users are: internal users, Bank of Latvia, Ministry of Finance, Ministry of Economy, municipalities, associations, researchers and other individual data users.

12.2. Relevance - User Satisfaction

Since 2017, Eurostat together with the EU Member States conducts SBR user survey addressing users and potential users of the national statistical business registers (NSBR) and the EuroGroups Register (EGR).

The latest SBR User Survey 2020 show that the NSBR are widely used at national level and users consider that its quality had been significantly improved in the recent years. Most of the NSBR users (97%) had either no issue or manageable issue regarding business registers coverage, units, variables, timeliness and frequency of frames.

The results of the SBR User Survey 2020 are available on CIRCABC.

12.3. Completeness

Restricted from publication

13. Accuracy

13.1. Accuracy - overall

The key issues regarding accuracy of the data are as follows:

- Under coverage
- Over coverage
- Misclassification
- Measurement error due to estimation
- Measurement error due to wrong identification

The actions taken to reduce bias (if any) and to improve accuracy of the data are as follows:

- Revised data receiving timeliness from administrative data.
- Provided additional clarifications, data checking and/or send out SBR update survey.

13.2. Sampling error

Not applicable.

13.3. Non-sampling error

Not applicable.

14. Timeliness and punctuality

14.1. Timeliness

Preliminary frames are available T+11months after the reference year T.

Final frame is available T+16 months after the reference year T.

Outline the reasons for the time lag (if any).

Reasons for the time lag:

- lack of administrative data sources
- annual data submition deadline

14.2. Punctuality

Aggregated data for the SBR final frame are provided annually to Eurostat according the deadline agreed by the Statistical Business Registers Working Group.

The SBR frames are provided on time to statistical users with regard to their needs and the agreed time frame.

15. Coherence and comparability

15.1. Comparability - geographical

The geographical comparability of national statistical business registers is ensured by the application of common definitions of the statistical units laid down in the Council Regulation (EEC) No 696/93.

The SBR variables are harmonised and set up in accordance with the Annex VIII to the Commission Implementing Regulation (EU) 2020/1197 laying down technical specifications and arrangements pursuant to Regulation (EU) 2019/2152 on European business statistics. Further guidelines on the variables implementation in the national statistical business registers are given in the EBS methodological manual for Statistical Business Registers (2021 edition).

15.2. Comparability - over time

The comparability over time of the frames results from the information provided in concept 3.8.

- NSBR frames are comparable for reference years 2005 to 2021;
- NSBR frames are not comparable for reference years 1998 to 2004;

There have been sufficient changes in the methodology, classification and data sources

15.3. Coherence - cross domain

The NSBR frame provides information on the active population of enterprises carrying out economic activities which contribute to the gross domestic product (GDP), the legal units of which those enterprises consist of, local units, kind of activity units and enterprise groups, incl. all-resident and multinational enterprise groups.

The national statistical business register is used by statistical users as a coordinated frame population in order to derive consistent statistical output.

The reasons for lack of coherence with other statistical domains are as follows:

- methodology differences
- inconsistent data collection deadline

15.4. Coherence - internal

The SBR data included in the final frame are internally consistent.

16. Cost and Burden

Not available.

17. Data revision

17.1. Data revision - policy

CSB statistical data are revised in accordance with the scheduled revision cycle and plan.

17.2. Data revision - practice

Revision policy is available on the CSB website: https://www.csp.gov.lv/en/quality-assurance-framework

18. Statistical processing

18.1. Source data

The national statistical business registers is set up in accordance with EBS Regulation (EU) 2019/2152 using any relevant data sources while avoiding excessive burden on respondents and taking due account of the cost effectiveness of the NSAs.

NSI uses the following data sources, including a combination thereof for the national statistical business register:

- Register of Enterprises of of Latvia
- State Revenue Service
- Statistical surveys
- Bank of Latvia
- Private data sources.

18.2. Frequency of data collection

The national statistical business registers shall be updated by means of entries and removals at least annually. The frequency of updating shall depend on the kind of unit, the variable considered, the size of the unit and the source generally used for the update.

The frequency of updating the units and variables in the national statistical business register is as follows:

- Legal units - montly
- Enterprises - anually
- Local units - anually
- Kind of activity units - anually
- Enterprise groups - anually

18.3. Data collection

Statistical business registers use data from administrative and statistical data sources, and from any other relevant sources that are comparable and compliant with the applicable specific quality requirements. For more details please see 18.1.

18.4. Data validation

Statistical analysis of the national statistical business register is carried out to ensure the quality of data and frame populations provided to users.

Data validation procedures include:

- Format and file structure checks provided witthin the system.
- Intra-file checks. Data output files from SBR is generated automatically and format is defined.
- Intra-domain, intra-source checks. Logical controls (e.g. time series checks, mirror check etc.)
- Plausibility/consistency checks between domains inside/outside the NSI. All samples are based on provided population from SBR and provided logical control
- Any other kind of validation. Data comparison, linking between NSI data and external data source data.

18.5. Data compilation

The procedures used to combine data from different sources:

- Data linking
- Data matching

The frame populations and annual copy of national statistical business register are produced as follows:

- EG creation and maintenance alghorithm
- Automatic LoU calculation
- Automatic KAU calculation alghorithm
- Automatic annual copy preparation procedure

18.6. Adjustment

Not applicable.

19. Comment Top

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Related metadata

Annexes