

Quality declaration Hours worked

0.General Information on Statistical Products		
0.1	Title	Hours worked
0.2	Subject Area	Labor cost
0.3	Responsible Authority, Office, Person, etc.	Ms. Lusine Kalantaryan Head Labor Statistics Division Armstat 3 Government House, Republic Avenue, Yerevan, 0010, Republic of Armenia Phone: +374 11 58 78 29 E-mail : kalantaryan@armstat.am, info@armstat.am
0.4	Purpose and History	It is the number of man/hours in different spheres economy and the information on the changes. During t years this indicator was reviewed taking due to the change in the legislation and it was improved to meet t international methodology (ILO).
0.5	Users and Application	The main users of the statistical information are the state government and local self-government bodies, public, scientific-educational, financial organizations, business society, mass media, international organizations, etc. The indicator is applied not only for labor market but also in the field of social-economic strategy development, solutions of strategic tasks, analysis of business environment, revealing social development trends and other purposes.
0.6	Information Sources	The data source is the information collected on a monthly basis from legal persons, central and community administration (report form “On the number of the staff and the salaries of the staff”).
0.7	Legal Authority to Collect Data	The data are collected based on the Law on "Official Statistics" and “Five Year Statistical Program”, as well as the Resolution No. 05-N of RA State Council on Statistics “On Approval of the Procedure for the collection of statistical data” dated 20 June 2016 and Resolution “On Approval of Annual Statistical Program”.
0.8	Response Burden	Response burden is not measured.
Content		
1.1	Description of the Content	Working time is an indicator which characterizes the number of hours employed person has actually worked during the reference period (or man/hour).
1.2	Statistical Concepts	Concepts The calculation methodology is based on ILO definitions taking into considerations the specifics of the RA legislation. Working time is the period of time during which the employed person physically implements the job envisage by the contract or any equalized time periods.

Average hours actually worked is calculated by dividing the total number of man / hours by the average number of the employees and the number of working days during the reference period.

The working time comprises:

1. the hours the person was on duty at home or at work during the reference period,
2. business mission period ,
3. time necessary to bring the working place, tools and other means into order or to prepare for work,
4. the breaks envisaged by the law, contract, internal regulations,
5. the period (hours) for compulsory medical examination,
6. the time spent on the raise of qualification in different educational institutions
7. the time period during which the employee is not allowed to work (stipulated by the law), if the person who is not allowed to work is allowed to stay at the office,
8. truancy period,
9. other time periods prescribed by internal regulations, contract or law.

The mentioned below cases are not included in the working time but are taken into consideration when calculating the length of service:

1. the time period the employee didn't work with the consent of the employer or his representative,
2. when carrying his state or public duty, participation in military event, serving in the army, etc,
3. the period of temporary invalidity,
4. breaks for lunch or rest, the rest between shifts, weekends, holidays. The mentioned days may be included if the person has worked during the mentioned days (all the cases stipulated by law or rules of procedure),
5. other time periods stipulated by the law, legal acts or contracts.

Coverage

Statistical observations cover state and private big and medium enterprises.

By branch classification activities included in Armenian classification of types of economic activity NACE rev 2 groups

		<p>are covered. It is developed based on EU classifications of economic activities based on NACE Rev 2.</p> <p>Group T is not included (Household activities as an employer, products and services for own consumption) due to the small size of the group.</p> <p>Group C (Activities of foreign companies) is also no included as they are non-resident companies.</p> <p>For the calculation of the by employment status indicator only hired labor force is taken.</p> <p>Geographical Coverage All Ra marzes and Yerevan city are covered.</p> <p>Variables</p> <p>The number of actual hours / average duration of working hours per one employee/ is calculated by dividing the total man/hours by the monthly average number of the employees and the number of working days.</p> <p>The indicator is calculated both as a total for the republic as well as by the types of economic activity 19 groups of (NACR rev 2).</p> <p>There is no seasonal check.</p>
2.Time		
2.1	Reference Period	The indicator refers to the previous calendar month
2.2	Date of Publication	The indicator is not published.
2.3	Punctuality	Data are published according to schedule of annual programs publication and no delays from defined deadlines have been recorded.
2.4	Frequency	Monthly
3.Accuracy		
3.1	Overall Accuracy	The information is collected from big and medium legal persons, state and community bodies (about 5600 organizations) exhaustively.
3.2	Sources of Inaccuracy	<p>During the observations errors or discrepancies may occur due to non-response, in corrections in business register (the main activity type was not decided properly or changes during the year are not properly registered), etc. The data undergo several stages of validation which start from the local statistical division and finish at the Armstat central office.</p> <p>The software used mainly allows to logically and mathematically verifying the data.</p>

		If necessary they contact the respondents. In case of non-response the data for the previous period or previous 12 months are taken.
3.3	Measures on accuracy	The response rate is 98 %, the sample error rate does not exceed 5%.
4.Comparability		
4.1	Comparability over Time	The indicator has been included in the statistical reporting form on “The number of employees and their payment” since 2010. No recalculation of data for comparability purposes is available.
4.2	Comparability with other Statistics	There is no other source of information on monthly salary.
4.3	Coherence between Provisional and Final Statistics	Only the final data are available. They are provided on demand.
5.Accessibility		
5.1	Forms of Dissemination	The indicator is not published it is provided on demand.
5.2	Basic Material: Storage and Usability	The initial statistical data collected are kept (preserved) both in paper and electronic forms.
5.3	Documentation	In the “Labor Market” subsector of “Statistical Forms” sector of the Armstat official website there is an instruction on how to fill in the form “Number of Employees and the Payment” at https://www.armstat.am/am/?nid=48&thid=lab .
5.4	Other Information	The data are accompanied with methodological description.
6.Supplementary Documentation		
6.1		Information is available under the General Statistical Business-Process Model at https://www.armstat.am/en/?nid=672 .