

Statistics product– Labour Force Survey (annual)

Processes	Sub-processes	Sub-process description
<i>Specify need</i>		
	1.1. Identify need	Provides comprehensive information on RA labor market and quantitative estimation of the main indicators characterizing it. The first LFS in Armenia was carried out in 1996- 1998, within the framework of UNDP, and it is implemented on a regular basis since 2001, together with the households Integrated Living Conditions Survey (ILCS).
	1.2 Consult and confirm needs	Provides comprehensive information on RA labor market and quantitative estimation of the main indicators characterizing it. The first LFS in Armenia was carried out in 1996-1998, within the framework of UNDP, and on a regular basis it started to be implemented since 2001, together with the households Integrated Living Conditions Survey (ILCS). Taking into account the importance of more comprehensive and detailed data on the country's labor market, from January 2014 with the financial support of the Government of Armenia the LFS is implemented separated from ILCS. In addition to this, within the framework of international cooperation, ad-hoc thematic surveys are periodically implemented: labor migration, in-depth study of informal employment issues, youth in labour market and child labor.
	1.3 Establish output objectives	The opinion of users of statistical information on the Five Year and Annual Statistical Programs is regularly studied related to the coverage of proposed new indicators, as well as to reveal their attitude, expectations and requirements on available indicators. The users' opinions about statistical information are studied by business discussions as well as through the "User satisfaction survey questionnaire" which is available on Armstat website (see: https://www.armstat.am/am/?nid=131).
	1.4 Identify needs	Labor force survey methodology (set of indicators, definitions, classifications, information sources and calculation toolset) is based on the methodologie of ILO based on the methodology developed by Eurostat.The main users of statistical information are state government and local self-government bodies, public, scientific, educational, financial organizations, business society, mass media, international organizations, etc. LFS (indicators of labor market) are used for elaboration of strategies in labor market and social field, solution of challenging issues, analysis of specialties, education system, business environment, revealing social development trends and for other purposes.

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		The need for introduction and development of new indicators is conditioned by a large and growing demand among users of statistical information on indicators characterizing the labor market in the Republic of Armenia.
	1.5 Check data availability	The data collection is carried out on the basis of the Labor Force Questionnaire approved by the RA State Council on Statistics according to the Annual and Five-Year Statistical Programs. There are no other administrative and non-statistical sources for information collection.
	1.6 Prepare business case	Before the approval of the "Labor Force Survey" questionnaire by the Resolution of State Council on Statistics, the working discussions on included indicators and the instruction of filling in the questionnaires with different interested organizations, scientific organizations, users are held, and the opinion of international experts is taken into account. The survey questionnaires of other states and various international organizations are studied.
<i>Design</i>		
	2.1 Design outputs	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", as well as Resolution 04-A of the RA State Council on Statistics dated January 30, 2014 on approval the "Labor Force Survey" questionnaire.
	2.2 Design variable description	<p>Persons between 15-75 ages in HH, by annual coverage of around 33000 persons (through direct visits to HH) by using exhaustive database of HH addresses for the sample.</p> <p>For the collection of indicators the following classifications are used: "Classification of Economic Activity" (Order of the Minister of Economy of RA N-874 RA, OB 04.11.2013 30/(474)1, dated 19 September 2013) (NACE Rev.2) .</p> <p>"Classification of Occupations" (Order of RA Minister of Economy No. 873-N of 19.09.2013, RA GO 04.11.2013, 30/474) .1),</p>
	2.3 Design data collection	Statistical data collection is carried out through the "Labor Force Survey" questionnaire approved by the RA State Council on Statistics. Information collection is carried out in sampling

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	<p data-bbox="323 219 563 297">2.4 Design frame and sample</p>	<p data-bbox="638 174 751 208">method.</p> <p data-bbox="638 226 1535 450">A two stage stratified sample by regions (marzes) has been designed to conduct the survey. The method of systematic probability sampling was used to frame the sample. Yerevan and all marzes with rural and urban settlements were covered by sample population with proportion of all HH available in these strata.</p> <p data-bbox="638 495 1535 719">Based on the administrative and territorial division of RA at the first stage of sampling, the preliminary sampling units, i.e. enumeration areas were selected. 2001 Armenian Population Census results were used to calculate the mentioned proportions for 2014 LFS and 2011 Census results for 2015 LFS.</p> <p data-bbox="638 734 1535 813">At the second stage of sampling the primary sampling units, that are HHs to be surveyed, were randomly selected.</p> <p data-bbox="638 835 1535 913">The survey is carried out throughout the whole year on the monthly rotation principle.</p> <p data-bbox="638 936 1535 1070">Primary sampling unit is a private household (HH), i.e the residents of the retirement homes, prisons and other institutional households weren't surveyed.</p> <p data-bbox="638 1093 1535 1227">Surveyed unit is a person aged 15-75 (including), who a) usually lives in the household, b) is absent from household up to 3 months (within the country or abroad), c) is in the army (mandatory).</p> <p data-bbox="638 1249 1535 1529">Monthly sample size is 649 HH and the annual sample size is 7788 HH. The response rate (participation) is about 92%. Each respondent may be included in the survey only once in a year. The survey is carried out by direct visits to HH. The survey results have some sampling errors, which are the results of the following:</p> <ul data-bbox="638 1541 1535 1821" style="list-style-type: none"> a) The address database which was formulated as a result of Population Censuses of Armenia is being updated once every ten years. b) The refusals of HH/persons to take part in survey. c) Incomplete answers, etc. The survey results are weighted and extrapolated to the general population. <p data-bbox="638 1843 1535 2022">The 95% confidence interval is applied, which means that in case of 100 times repetition of the same survey, the indicator for 95% will be identical and for 5% the indicator will vary up or down from the mentioned interval.</p> <p data-bbox="638 2045 1535 2134">The general population design is done to provide complete information about the phenomenon. For this purpose, based on</p>

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		<p>the latest census data, a database of all private households is created, forming the main community. The sample of households to be surveyed is made from the main combination. The sample size is determined based on the survey budget. In order to form a sample combination, the main combination is divided into strata (layer). According to the systematic distribution, a stratified two-stage sample is formed according to marzes and Yerevan. All provinces and the city of Yerevan as well as all rural and urban settlements are included in the sample population in the proportion of households in all households of the country. In the first round, counting areas are selected, that is, the initial sampling points to be examined within one year. In the second stage selected households are selected.</p>
	<p>2.5 Design processing and analysis</p>	<p>After the collection of data the statistical indicators are subject to arithmetic and logical checks, based on them, and in case of necessity the appropriate adjustments are carried out also by contacting to the interviewers and households.</p>
	<p>2.6 Design production systems and workflow</p>	<p>The preparatory work is carried out for all processes from the collection of information and until its publication, particularly, related to the appropriate notification of respondents, the necessary professional training of the staff through professional courses (the relevant instructing is organized for the field works staff) etc.</p> <p>The staff of interviewers and team leader is formed to carry out the fieldwork. The implementation of the survey is coordinated by the coordinator and the team leader.</p>
<p><i>Build</i></p>		
	<p>3.1 Build collection instrument</p>	<p>The "Labor Force Survey" questionnaire for thee data collection and the instructions for filling in it are available both in paper and electronic form (see http://www.armstat.am/en/?nid=292).</p>
	<p>3.2 Build or enhance process components</p>	<p>The methodological guidelines and instructions necessary for information calculation and verification of needed information are available. Input software (Microsoft Office Access) has necessary tools for arithmetic and logical checks of input data , systems for checking the sum total, logical chains, marz and settlement's codes compliance and other automated checks' systems.</p>
	<p>3.3 Build or enhance dissemination components</p>	<p>The dissemination of information is possible in paper, as well as in electronic form of publication of information on partially quarterly and annual basis in accordance with the Annual</p>

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		Statistical Program.
	3.4 Configure workflows	<p>The derivation of statistical product is carried out by the following successive stages:</p> <ol style="list-style-type: none"> 1. sampling design, 2. data collection, 3. data arithmetic and logical checks and corrections, 4. data coding and entry, 5. integration of monthly microdata and weighting, 6. data analyze and imputation of missing values, 7. data validation, 8. generation of new variables and calculation of indicators, 9. generation of output tables, 10. comparison of obtained summary information with the corresponding time series 11. standardization of indicators and tabulation 12. database protecting, archiving and storage, 13. microdata and data dissemination.
	3.5 Test production system	Stipulated by changes in the methodology the toolset of the survey is reviewed resulting the changes in input software, indicators and context. In case of need recalculations with a view to comparing the chronological series are carried out.
	3.6 Test statistical business process	In parallel with the inclusion of the indicators in the survey questionnaire, the field examination of the latter is implemented to reveal the opportunities of the respondents to provide with the indicators, as well as to test their understanding of it.
	3.7 Finalize production system	Summarizing the test results of the business process of indicator, the methodological clarifications on filling in the survey questionnaire are elaborated or revised and provided to the statistical information providers (respondents) in a predetermined order.
<i>Collection</i>		
	4.1 Create frame and select sample	The general population is formed in the result of widespread observation of data collection of Population Census that includes the collected statistical data on addresses of private households.
	4.2 Set up collection	In order to organize the collection of statistical data, the formation of order on printing the questionnaires and order of filling in them, according to the number of pre-known households subject to observation, is printed and distributed to the interviewers.. At the same time the questionnaire is accessible on the Armstat official website (see

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		the link: http://armstat.am/en/?nid=212). The required network resources for the report collection in the electronic form are in place. The responsible staff of structural and territorial units has relevant knowledge and skills for the organization of the statistical data collection process.
	4.3 Run collection	Statistical data collection is carried out by the Armstat territorial units, marz (regional) agencies, as well as by the relevant unit of Armstat, by hand means according to the Resolution of RA State Council on Statistics No 05-N on the “Approval of the Procedure of the collection of Statistical Data” dated 20 June 2016.
	4.4 Finalize collection	The collected data, after being arithmetically and logically checked, is input in the electronic environment. Mechanical method is used to input data.
<i>5.Process</i>		
	5.1 Integrate data	The relevant data, received from the Armstat marz agencies is unified in a common database.
	5.2 Classify and code	The coding work by main households’ activity is implemented in accordance with the Classification of Economic Activities (NACE, rev 2) "Classification of occupations" (ISCO-88) and “International Classification of Status in Employment” (ICSE-93). The coding of the marzes and enumeration areas is carried out according to the pre-defined order.
	5.3 Review and validate	The cross checking of incomplete and not logical information, as well as the compiling of incorrect encoded data with requirements of pre-approved classifications is implemented.
	5.4 Edit and impute	Missed /non response data are restored based on data of respondents with the same or similar characteristics. The survey data is edited based on the logical chains of interconnected variables.
	5.5 Derive new variables and units	The following had been subject to partial changes over the time: a) sampling size b) time period c) surveyed population/age group of respondents d) survey questionnaire e) calculation methodology of some indicators, f) sampling methodology.
	5.6 Calculate weights	Taking into account the fact that all marzes of the Republic of Armenia and the city of Yerevan, as well as all rural and urban settlements, are included in the sample population according to the proportion of households residing in these settlements of the country, the weight of the survey data is calculated and used in the overall cohesion. The results of the survey are representative.

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		Current labor market data is based on administrative statistics, which does not ensure integrity, since the methodology of administrative legislation is different.
	5.7 Calculate aggregates	Based on the input data, a summary of output data is obtained by separate statistical indicators, through the pre-designed on the computer program (modules).
	5.8 Finalize data files	Each quarter, based on the need to receive operative statistical data, the calculation of preliminary indicators that are subsequently subject to adjustments is implemented.
<i>Analysis</i>		
	6.1 Prepare draft outputs	<p>The survey results include the following thematic areas: employment, underemployment, informal employment, working hours, income / remuneration, unemployed, temporary workers, employment status, second hand employment, unemployment, economically inactive population, etc. Based on the summarized information, the grouping of statistical indicators, as well as the construction of dynamic lines, is being implemented. Numerous indicators characterizing the labor market are calculated, namely, economic activity, employment and unemployment levels by age groups, sex, marzes, urban and rural populations. Calculation of the received indicators is used to provide summary information, as well as to construct dynamic series of indicators. The calculated indicators based on the labor force survey (ILO methodology) can be subject to adjustment after the initial publication.</p> <p>Changes in published data are accompanied by explanatory notes.</p>
	6.2 Validate outputs	The methodological requirements to the received indicators are strictly followed during the whole process of receiving according to the pre-defined classifications, methodological guidelines.
	6.3 interpret and explain explain outputs	The logical analysis of the received summary indicators is carried out using various socio-economic phenomena that impact on the summary indicators.
	6.4 Apply disclosure control	<p>The confidentiality of statistical indicators (not containing individual (personal) data) that is subject to publication, as well as requested by the users of statistical information is strictly followed according to the Law on Official Statistics and the Resolution of the SCS No 53 " Approval of the Order on Protection of Statistical Confidentiality" dated 25 June 2001, and only summarized data are provided (see: https://www.armstat.am/file/doc/99454478.pdf).</p>
	6.5 Finalize outputs	Before the dissemination of summary data, the summary indicators of labor market are analyzed according to their time series.

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<i>7. Dissemination</i>		
	7.1 Update output system	The work on the preparation and final checking of relevant tables of statistical indicators that are subject to publication is carried out, as well as the time series update is implemented. In case of the need the changes and/ or additions are made in the concepts and methodological explanations of the relevant indicator.
	7.2 Produce dissemination products	<p>All the production steps are implemented for the disseminating products: preparation of explanatory text, tables, charts and other materials, editing of these products and making them compliant with publishing standards.</p> <p>The information on the statistical indicators is published in Armenian, Russian, English through the yearbooks, statistical handbooks and monthly informational reports.</p> <p>Monthly publications</p> <ul style="list-style-type: none"> ▪ “Socio-Economic Situation of the Republic of Armenia” monthly information report (Armenian and Russian). <p>Quarterly publications</p> <ul style="list-style-type: none"> ▪ “Food Security and Poverty” Statistical Bulletin (Armenian and English). <p>Annual publications</p> <ul style="list-style-type: none"> ▪ “Statistical Yearbook of Armenia” (Armenian, English and Russian), ▪ “Marzes of the Republic of Armenia and Yerevan city in Figures” ▪ Statistical Handbook (Armenian and English), <ul style="list-style-type: none"> ▪ “Armenia by Figures” Statistical Handbook (Armenian, English), ▪ “Labor Market in the Republic of Armenia” Statistical Handbook (Armenian, English), ▪ “Women and Men” Statistical Booklet (Armenian, English), ▪ “Social Snapshot and Poverty in Armenia” Statistical-Analytical Report (Armenian, English). <p>Other publications</p> <ul style="list-style-type: none"> ▪ “The Informal Sector and Informal Employment in Armenia, 2010” ▪ “National Child Labour Survey: Armenia, 2015” <p>e-data</p>

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		<p>ArmStatBank http://armstatbank.am/pxweb/en/ArmStatBank/?rxid=002cc9e9-1bc8-4ae6-aaa3-40c0e377450a</p> <p>Statistical Indicators http://armstat.am/en/?nid=12&id=08015 National Report Electronic version, Electronic publications are available in Armenian (full version), Russian and English, at http://www.armstat.am/am/?nid=82</p>
	7.3 Manage release of dissemination products	The dissemination of statistical data is carried out according to the schedule envisaged by the Five-Year and Annual Statistical Programs.
	7.4 Promote dissemination products	Submission of dissemination products. Use of tools to manage communication with users. Use of website, facebook, etc.
	7.5 Manage user support	In the case of an official request of users of statistical data related to unpublished data, calculation of additional indicators is carried out to the extent possible and presented to them in accordance with the principle of statistical data confidentiality.
<i>Evaluation</i>		
	8.1 Gather evaluation input	In order to improve data collection, it would be efficient to move from the traditional form of the collection of information to more advanced statistical tools.
	8.2 Conduct evaluation	Key indicators for quality management of statistical indicators are compared with comparable indicators of other sources. Such sources include the Population Census, Integrated Living Conditions Survey, Labor Market Surveys, and Administrative Sources for Labor Statistics.
	8.3 Agree an action plan	If there is a discrepancy between the information received from different sources on the same indicator, the identification of possible causes is made, based on which adjustments are made.