



**An Phríomh-Oifig Staidrimh**  
Central Statistics Office

## **Response Burden Barometer 2010**

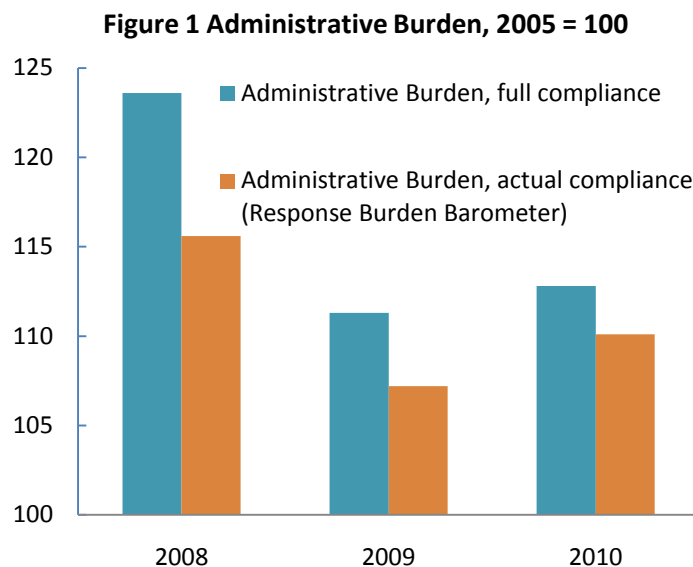
**Measurement of administrative burden imposed on Irish  
business by Central Statistics Office inquiries**

**Central Statistics Office  
August 2011**

# Response Burden Barometer 2010

## Main findings

The Response Burden Barometer (RBB) is a measure of the total administrative burden placed on Irish businesses by Central Statistics Office (CSO) surveys when calculated on an *actual compliance* basis<sup>1</sup>. The RBB for 2010 has increased by 10.1% since 2005 and by 2.7% since 2009. In monetary terms, there is an estimated cost to businesses of €8.7 million in 2010 when measured on this basis.



If estimating administrative burden on a *full compliance* basis<sup>2</sup>, the burden level in 2010 is estimated as having increased by 12.8% since 2005 and by 1.3% since 2009. In monetary terms, there is an estimated cost of €10.4 million in 2010 when measured on this basis.

The increase in the burden level in 2010 reflects the expansion of the June Agricultural Survey into the decennial Census of Agriculture. This more than offset a significant reduction in the Earnings Hours and Employment Costs Survey, the reduction being achieved through a reduced sample and a lower completion time per survey form. See *Table 1*, *Table 2* and *Figure 1*.

completion time per survey form. See *Table 1*, *Table 2* and *Figure 1*.

## Administrative burden metrics

This report presents administrative burden metrics under the following headings:-

- Number of inquiry forms issued by the CSO;
- Number of fully or partially completed inquiry forms returned to the CSO;
- Time taken by businesses in completing (fully or partially) and returning CSO forms, calculated on a full compliance basis (i.e., time based on the number of forms issued by the CSO) and on an actual compliance basis (i.e., time based on the number of completed forms returned to the CSO);
- Administrative Costs to businesses of completing and returning CSO forms, calculated on a full and actual compliance basis;
- Administrative Burden on businesses of completing and returning CSO forms, calculated on both a full compliance basis and actual compliance basis. The actual compliance basis calculation is used as the CSO Response Burden Barometer (RBB).

<sup>1</sup> Actual compliance basis: calculated on the basis of fully or partially completed returns to the CSO

<sup>2</sup> Full compliance basis: calculated on the basis of the number of inquiry forms issued by the CSO

Administrative Burden is defined as Administrative Costs less business-as-usual costs. (Business-as-usual costs are those administrative costs which would be incurred by a business whether or not it was surveyed.) Administrative Burden on a full compliance basis is the burden metric prescribed in the Standard Cost Model methodology<sup>1</sup>. Administrative Burden on an actual compliance basis, referred to in this report as the Response Burden Barometer level, is the metric preferred in the European Statistical System<sup>2</sup>.

Note that the term “form” as used in this report comprises both paper and electronic information requests and returns.

**Table 1 Total Administrative Burden, actual compliance (Response Burden Barometer) Index, 2005 = 100**

All Surveys	2005	2008	2009	2010 <sup>1</sup>
Forms Issued	100.0	97.1	94.8	111.2
Forms Returned	100.0	97.5	93.8	113.6
Time, full compliance (forms issued) - hours	100.0	123.6	111.3	112.8
Time, actual compliance (forms returned) - hours	100.0	115.6	107.2	110.1
Administrative Burden, full compliance	100.0	123.6	111.3	112.8
<b>Administrative Burden, actual compliance (Response Burden Barometer)</b>	<b>100.0</b>	<b>115.6</b>	<b>107.2</b>	<b>110.1</b>

<sup>1</sup>2010 figures reflect the decennial Census of Agriculture

## Forms issued and received, time taken, and administrative costs and burden

It is estimated that there were 363,500 active business enterprises in Ireland in 2010. (Definitive business population figures for 2010 will not be available until later this year.) In the course of 2010, the CSO issued 507,300 surveys forms, or an average of 1.4 survey forms per enterprise. Of the forms issued, 380,500 were returned as partially or wholly completed, representing just over one form per enterprise.

If all survey forms issued by the CSO were partially or wholly completed and returned (i.e., if there had been full compliance), then the total number of hours expended on this task by businesses in Ireland in 2010 would have been 386,000, or an average of almost 64 minutes per business. The administrative cost, measured on 2005 prices, of full compliance would have been €17.3 million, or €47.61 per enterprise, in that year. The administrative burden (i.e., administrative costs less business-as-usual costs) of full compliance would have been €10.4 million, or almost €29 per business. This is the Standard Cost Model metric.

If burden is measured on the basis of partially or wholly completed survey forms actually returned to the CSO (i.e., if burden is based on actual compliance), then the total number of hours expended by business in 2010 was 321,500, or over 53 minutes per business. The administrative cost, measured on 2005 prices, of actual compliance was €14.4 million, or €39.66 per enterprise. The administrative burden of actual compliance in 2010 was €8.7 million, or almost €24 per

<sup>1</sup> [http://www.administrative-burdens.com/filesystem/2005/11/international\\_scm\\_manual\\_final\\_178.doc](http://www.administrative-burdens.com/filesystem/2005/11/international_scm_manual_final_178.doc)

<sup>2</sup> The European Statistical System is the partnership between the European Commission (Eurostat) and the national statistical institutes (e.g., the CSO) and other national authorities responsible for the production of official statistics.

business. This, the Response Burden Barometer level, is the burden metric favoured in the European Statistical System. See *Table 2*. All totals have been rounded to the nearest hundred.

### **Forms issued and forms returned, by survey**

In the course of 2010, 507,300 inquiry forms were issued by the CSO, while 380,500 forms were returned as partially or fully completed.

The most burdensome survey in 2010 was the June Agricultural Survey, expanded to the decennial Census of Agriculture, which issued 138,300 forms, of which 122,700 were returned partially or wholly completed. See *Table 3* and *Table 4*. All figures have been rounded to the nearest hundred forms.

### **Time taken to complete survey forms**

If all inquiry forms issued by the CSO in 2010 had been completed (partially or wholly) and returned to the CSO, Irish businesses would have had to expend 386,000 hours in this activity. In terms of the number of forms actually completed and returned to the CSO, the time burden was 321,500 hours.

In 2010, compliance with the Intrastat Imports survey required businesses to expend a total of 161,700 hours. (Full compliance is assumed in the case of Intrastat.) Of the surveys directly issued by the CSO, the June Agricultural Survey (expanded to a Census of Agriculture) was the most burdensome, taking 59,700 hours on a full compliance (i.e., forms issued) basis and 53,000 hours on an actual compliance basis (i.e., forms returned). The time burden due to the Pig Survey in each year is less than 50 hours in total. See *Table 5* and *Table 6*. All figures have been rounded to the nearest hundred hours.

Table 7 shows the average time taken, in minutes, to complete a single form, by survey. In 2010, a CSO inquiry form took, on average, almost 51 minutes to complete. Note that the Intrastat Imports and Intrastat Exports figures, 123 and 43 minutes respectively, are based on a Standard Cost Model measurement conducted on behalf of Forfás. These estimates are based on a small sample size (24 businesses). It is intended that a separate burden measurement exercise for Intrastat will be conducted in 2012. (See the Background Notes for further details.) The figure of 420 minutes for Balance of Payments (BoP) inquiries is the average time taken to complete a single BoP form when taken across the eight BoP inquiries<sup>1</sup>.

### **Administrative costs**

In 2010, the administrative costs to Irish business of dealing with CSO surveys would have been €17.3 million, if measured on a full compliance (i.e., forms issued) basis. On an actual compliance (i.e., forms returned) basis, the administrative costs to Irish business were €14.4 million.

The administrative costs of completing all Intrastat Imports forms in 2010 were €7.2 million. Of the purely CSO surveys, the full compliance administrative costs of the June Agricultural Survey

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<sup>1</sup>The eight BoP inquiries are: BoP10, BoP30, BoP40, BoP42, BoP43, BoP44, BoP45, BoP46

(expanded to a Census of Agriculture) were €2.7 million in 2010, while the actual compliance administrative costs were €2.4 million. See *Table 8* , *Table 9*, and *Figure 2*. All figures have been rounded to the nearest hundred euro.

**Table 2 Forms, Time taken to complete forms, Administrative Burden, All Surveys**

	2005	2008	2009	2010 <sup>1</sup>
<b>Total number of active business enterprises</b>	362,100	374,300	363,500	363,500
<b>Number of forms Issued</b>				
All Surveys	456,200	443,200	432,400	507,300
Average number of survey forms per business enterprise per year	1.26	1.18	1.19	1.40
<b>Number of forms Returned</b>				
All Surveys	334,800	326,600	314,000	380,500
Average number of survey forms per business enterprise per year	0.92	0.87	0.86	1.05
<b>Time, full compliance (forms issued), hours</b>				
All Surveys	342,100	422,700	380,800	386,000
Average number of minutes per business enterprise per year	56.7	67.8	62.9	63.7
<b>Time, actual compliance (forms returned), hours</b>				
All Surveys	291,900	337,400	313,000	321,500
Average number of minutes per business enterprise per year	48.4	54.1	51.7	53.1
<b>Administrative Costs, full compliance, 2005 prices</b>				
All Surveys (€)	15,338,000	18,951,500	17,072,900	17,304,000
Average administrative cost (€) per business enterprise per year	42.36	50.63	46.97	47.61
<b>Administrative Burden, full compliance, 2005 prices</b>				
All Surveys (€)	9,251,900	11,431,500	10,298,400	10,437,800
Average administrative burden (€) per business enterprise per year	25.55	30.54	28.33	28.72
<b>Administrative Costs, actual compliance, 2005 prices</b>				
All Surveys (€)	13,087,000	15,125,500	14,032,700	14,414,800
Average administrative cost (€) per business enterprise per year	36.15	40.41	38.61	39.66
<b>Administrative Burden, actual compliance, 2005 prices</b>				
<b>All Surveys (Response Burden Barometer) (€)</b>	<b>7,894,000</b>	<b>9,123,700</b>	<b>8,464,500</b>	<b>8,695,000</b>
Average administrative burden (€) per business enterprise per year	21.80	24.37	23.29	23.92

<sup>1</sup>2010 figures reflect the decennial Census of Agriculture

**Table 3 Numbers of forms issued (annualised basis), by survey**

Survey	2005	2008	2009	2010
<b>Annual Surveys</b>	<b>222,600</b>	<b>155,500</b>	<b>155,800</b>	<b>257,200</b>
Annual Services Inquiry	16,700	19,200	24,000	22,400
Census of Industrial Production (Enterprises)	4,700	5,600	5,600	5,500
Census of Industrial Production (Local Units)	600	500	500	500
Building and Construction Inquiry (formerly Census of Building & Construction)	700	1,900	4,700	4,600
PRODCOM Inquiry	4,500	5,100	4,900	4,300
Business Profile Inquiry	20,000	:	1,700	:
Business Register Inquiry	27,900	30,400	22,300	:
National Employment Survey	:	10,900	11,800	11,700
e-Commerce Survey	5,800	7,200	7,300	7,000
Outward Foreign Affiliates Survey	:	500	500	600
Business Energy Use Survey	:	:	:	5,600
Access to Finance Survey	:	:	:	3,000
Road Freight Transport Survey	26,600	30,400	35,400	36,400
June Agriculture Survey/Farm Structures Survey <sup>1</sup>	85,200	22,500	18,900	138,300
December Agriculture Survey	30,000	21,300	18,200	17,500
<b>Bi-annual Surveys</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>700</b>
Pig Survey	700	700	700	700
<b>Quarterly Surveys</b>	<b>60,600</b>	<b>102,400</b>	<b>81,800</b>	<b>64,400</b>
Balance of Payments inquiries <sup>2</sup>	2,400	3,100	3,100	3,000
EHECS Survey	:	41,500	39,800	29,300
Quarterly Assets Inquiry (formerly Quarterly Accounts Inquiry)	40,500	39,000	21,500	15,100
Quarterly Accounts Inquiry to Industry	7,200	6,300	7,100	6,500
Quarterly Survey of Construction	8,600	8,600	9,200	9,500
Earnings and Hours Worked in Construction	1,800	2,400	:	:
Services Producer Prices Inquiry	:	1,400	1,100	1,100
<b>Monthly Surveys</b>	<b>66,200</b>	<b>74,400</b>	<b>83,800</b>	<b>80,600</b>
Monthly Industrial Inquiry	23,800	21,400	20,700	17,900
Retail Sales Index	23,200	32,000	28,700	27,000
Index of Employment in Construction Survey	12,600	12,100	:	:
Wholesale Price Inquiry	6,600	7,900	8,900	8,700
Import Price Index	:	1,000	900	900
Monthly Services (Turnover)	:	:	24,600	26,200
<b>Surveys conducted jointly with other Government bodies</b>	<b>106,200</b>	<b>110,200</b>	<b>110,200</b>	<b>104,300</b>
Business Expenditure on Research and Development	:	2,700	:	3,500
Community Innovation Survey	:	:	4,700	:
Intrastat Imports Survey	82,700	85,600	83,500	78,900
Intrastat Exports Survey	23,500	21,800	22,100	22,000
<b>All Surveys</b>	<b>456,200</b>	<b>443,200</b>	<b>432,400</b>	<b>507,300</b>

<sup>1</sup>2010 figure reflects the expansion into the decennial Census of Agriculture

<sup>2</sup>Covers the surveys BoP 10, BoP 30, BoP 40, BoP 42, BoP 43, BoP 44, BoP 45, and BoP 46, and includes forms issued annually

: Not applicable

**Table 4 Numbers of forms returned (annualised basis), by survey**

Survey	2005	2008	2009	2010
<b>Annual Surveys</b>	<b>137,500</b>	<b>105,300</b>	<b>101,300</b>	<b>186,200</b>
Annual Services Inquiry	11,200	13,300	17,200	12,600
Census of Industrial Production (Enterprises)	3,500	3,800	3,100	3,000
Census of Industrial Production (Local Units)	500	400	400	400
Building and Construction Inquiry (formerly Census of Building & Construction)	600	800	2,400	2,400
PRODCOM Inquiry	2,700	3,400	3,100	2,700
Business Profile Inquiry	10,700	:	1,100	:
Business Register Inquiry	19,300	22,300	12,800	:
National Employment Survey	:	5,200	5,900	6,400
e-Commerce Survey	3,000	3,500	3,900	3,100
Outward Foreign Affiliates Survey	:	300	300	400
Business Energy Use Survey	:	:	:	3,300
Access to Finance Survey	:	:	:	1,600
Road Freight Transport Survey	12,000	15,100	18,800	17,800
June Agriculture Survey/Farm Structures Survey <sup>1</sup>	52,400	19,100	16,100	122,700
December Agriculture Survey	21,800	18,300	16,300	9,800
<b>Bi-annual Surveys</b>	<b>600</b>	<b>700</b>	<b>700</b>	<b>700</b>
Pig Survey	600	700	700	700
<b>Quarterly Surveys</b>	<b>41,900</b>	<b>59,900</b>	<b>50,800</b>	<b>38,700</b>
Balance of Payments inquiries <sup>2</sup>	2,200	2,800	2,800	2,600
EHECS Survey	:	23,800	24,800	17,600
Quarterly Assets Inquiry (formerly Quarterly Accounts Inquiry)	28,600	21,900	12,500	8,700
Quarterly Accounts Inquiry to Industry	4,500	3,800	4,300	4,000
Quarterly Survey of Construction	5,400	4,900	5,300	4,800
Earnings and Hours Worked in Construction	1,300	1,500	:	:
Services Producer Prices Inquiry	:	1,100	900	900
<b>Monthly Surveys</b>	<b>48,600</b>	<b>51,800</b>	<b>53,500</b>	<b>51,900</b>
Monthly Industrial Inquiry	15,500	13,500	12,700	11,300
Retail Sales Index	18,500	22,900	19,300	18,900
Index of Employment in Construction Survey	9,200	8,200	:	:
Wholesale Price Inquiry	5,500	6,600	5,600	5,100
Import Price Index	:	500	500	600
Monthly Services (Turnover)	:	:	15,500	16,100
<b>Surveys conducted jointly with other Government bodies</b>	<b>106,200</b>	<b>109,000</b>	<b>107,800</b>	<b>103,000</b>
Business Expenditure on Research and Development	:	1,500	:	2,200
Community Innovation Survey	:	:	2,200	:
Intrastat Imports Survey	82,700	85,600	83,500	78,900
Intrastat Exports Survey	23,500	21,800	22,100	22,000
<b>All Surveys</b>	<b>334,800</b>	<b>326,600</b>	<b>314,000</b>	<b>380,500</b>

<sup>1</sup>2010 figure reflects the expansion into the decennial Census of Agriculture

<sup>2</sup>Covers the surveys BoP10, BoP30, BoP40, BoP42, BoP43, BoP44, BoP45, and BoP46, and includes forms issued annually

: Not applicable

**Table 5 Time, full compliance (forms issued) basis, by survey - hours**

Survey	2005	2008	2009	2010
<b>Annual Surveys</b>	<b>105,900</b>	<b>101,200</b>	<b>80,800</b>	<b>136,400</b>
Annual Services Inquiry	14,000	20,600	10,000	10,000
Census of Industrial Production (Enterprises)	10,100	13,600	13,100	14,300
Census of Industrial Production (Local Units)	1,000	1,000	800	900
Building and Construction Inquiry (formerly Census of Building & Construction)	1,400	3,500	4,600	3,700
PRODCOM Inquiry	1,800	2,100	1,900	1,200
Business Profile Inquiry	4,100	:	200	:
Business Register Inquiry	7,200	3,000	2,200	:
National Employment Survey	:	28,200	21,700	23,700
e-Commerce Survey	1,500	2,000	2,000	2,000
Outward Foreign Affiliates Survey	:	100	100	200
Business Energy Use Survey	:	:	:	2,900
Access to Finance Survey	:	:	:	600
Road Freight Transport Survey	8,200	9,400	9,800	12,700
June Agriculture Survey/Farm Structures Survey <sup>1</sup>	47,300	11,200	8,800	59,700
December Agriculture Survey	9,300	6,700	5,600	4,500
<b>Bi-annual Surveys</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Pig Survey	0	0	0	0
<b>Quarterly Surveys</b>	<b>38,800</b>	<b>117,800</b>	<b>98,100</b>	<b>58,700</b>
Balance of Payments inquiries <sup>2</sup>	17,100	21,800	21,400	21,100
EHECS Survey	:	74,500	63,000	30,900
Quarterly Assets Inquiry (formerly Quarterly Accounts Inquiry)	15,800	15,400	8,000	2,400
Quarterly Accounts Inquiry to Industry	2,600	2,400	2,700	2,200
Quarterly Survey of Construction	2,600	2,600	2,800	2,000
Earnings and Hours Worked in Construction	600	800	:	:
Services Producer Prices Inquiry	:	300	200	100
<b>Monthly Surveys</b>	<b>11,100</b>	<b>11,800</b>	<b>13,100</b>	<b>12,300</b>
Monthly Industrial Inquiry	6,700	6,100	6,100	5,300
Retail Sales Index	2,600	3,600	3,300	3,100
Index of Employment in Construction Survey	1,100	1,000	:	:
Wholesale Price Inquiry	700	800	800	900
Import Price Index	:	200	100	100
Monthly Services (Turnover)	:	:	2,800	3,000
<b>Surveys conducted jointly with other Government bodies</b>	<b>186,300</b>	<b>191,900</b>	<b>188,800</b>	<b>178,400</b>
Business Expenditure on Research and Development	:	700	:	1,000
Community Innovation Survey	:	:	1,800	:
Intrastat Imports Survey	169,500	175,600	171,200	161,700
Intrastat Exports Survey	16,800	15,600	15,800	15,700
<b>All Surveys</b>	<b>342,100</b>	<b>422,700</b>	<b>380,800</b>	<b>386,000</b>

<sup>1</sup>2010 figure reflects the expansion into the decennial Census of Agriculture

<sup>2</sup>Covers the surveys BoP 10, BoP30, BoP40, BoP42, BoP43, BoP44, BoP45, and BoP46, and includes forms issued annually

: Not applicable

**Table 6 Time, actual compliance (forms returned) basis, by survey - hours**

Survey	2005	2008	2009	2010
<b>Annual Surveys</b>	<b>67,400</b>	<b>63,200</b>	<b>49,700</b>	<b>94,500</b>
Annual Services Inquiry	9,300	14,300	7,100	5,600
Census of Industrial Production (Enterprises)	7,600	9,000	7,200	7,500
Census of Industrial Production (Local Units)	900	600	800	900
Building and Construction Inquiry (formerly Census of Building & Construction)	1,100	1,500	2,400	2,000
PRODCOM Inquiry	1,100	1,400	1,200	700
Business Profile Inquiry	2,200	:	100	:
Business Register Inquiry	4,900	2,200	1,200	:
National Employment Survey	:	13,400	10,800	13,100
e-Commerce Survey	800	1,000	1,100	900
Outward Foreign Affiliates Survey	:	100	100	200
Business Energy Use Survey	:	:	:	1,700
Access to Finance Survey	:	:	:	300
Road Freight Transport Survey	3,700	4,700	5,200	6,200
June Agriculture Survey/Farm Structures Survey <sup>1</sup>	29,100	9,500	7,500	53,000
December Agriculture Survey	6,700	5,700	5,000	2,500
<b>Bi-annual Surveys</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Pig Survey	0	0	0	0
<b>Quarterly Surveys</b>	<b>30,300</b>	<b>74,600</b>	<b>67,100</b>	<b>41,000</b>
Balance of Payments inquiries <sup>2</sup>	15,500	19,600	19,700	18,500
EHECS Survey	:	42,700	39,300	18,600
Quarterly Assets Inquiry (formerly Quarterly Accounts Inquiry)	11,100	8,600	4,600	1,400
Quarterly Accounts Inquiry to Industry	1,600	1,400	1,700	1,400
Quarterly Survey of Construction	1,700	1,500	1,600	1,000
Earnings and Hours Worked in Construction	400	500	:	:
Services Producer Prices Inquiry	:	200	100	100
<b>Monthly Surveys</b>	<b>7,800</b>	<b>7,900</b>	<b>8,300</b>	<b>7,900</b>
Monthly Industrial Inquiry	4,400	3,900	3,700	3,300
Retail Sales Index	2,100	2,600	2,200	2,100
Index of Employment in Construction Survey	800	700	:	:
Wholesale Price Inquiry	500	700	500	500
Import Price Index	:	100	100	100
Monthly Services (Turnover)	:	:	1,800	1,800
<b>Surveys conducted jointly with other Government bodies</b>	<b>186,300</b>	<b>191,600</b>	<b>187,900</b>	<b>178,100</b>
Business Expenditure on Research and Development	:	400	:	600
Community Innovation Survey	:	:	800	:
Intrastat Imports Survey	169,500	175,600	171,200	161,700
Intrastat Exports Survey	16,800	15,600	15,800	15,700
<b>All Surveys</b>	<b>291,900</b>	<b>337,400</b>	<b>313,000</b>	<b>321,500</b>

<sup>1</sup>2010 figure reflects the expansion into the decennial Census of Agriculture

<sup>2</sup>Covers the surveys BoP 10, BoP 30, BoP 40, BoP 42, BoP 43, BoP 44, BoP 45, and BoP 46, and includes forms issued annually

: Not applicable

**Table 7 Average time to complete a single return, by survey - minutes**

Survey	2005	2008	2009	2010
<b>Annual Surveys</b>	<b>29.4</b>	<b>36.0</b>	<b>29.4</b>	<b>30.5</b>
Annual Services Inquiry	50.2	64.2	25.0	26.7
Census of Industrial Production (Enterprises)	129.3	144.2	140.1	153.5
Census of Industrial Production (Local Units)	111.2	108.4	105.1	115.1
Building and Construction Inquiry (formerly Census of Building & Construction)	117.4	111.9	58.8	48.1
PRODCOM Inquiry	24.0	24.4	23.8	16.0
Business Profile Inquiry	12.3	:	5.8	:
Business Register Inquiry	15.4	5.9	5.8	:
National Employment Survey	:	155.7	110.1	122.1
e-Commerce Survey	15.4	16.9	16.4	17.5
Outward Foreign Affiliates Survey	:	18.3	17.1	22.5
Business Energy Use Survey	:	:	:	31.0
Access to Finance Survey	:	:	:	11.7
Road Freight Transport Survey	18.5	18.5	16.6	21.0
June Agriculture Survey/Farm Structures Survey	33.3	29.8	27.8	25.9
December Agriculture Survey	18.6	18.7	18.5	15.4
<b>Bi-annual Surveys</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>
Pig Survey	4.0	4.0	4.0	4.0
<b>Quarterly Surveys</b>	<b>43.4</b>	<b>74.7</b>	<b>79.4</b>	<b>63.6</b>
Balance of Payments inquiries <sup>1</sup>	420.0	420.0	420.0	420.0
EHECS Survey	:	107.7	95.0	63.4
Quarterly Assets Inquiry (formerly Quarterly Accounts Inquiry)	23.4	23.7	22.3	9.7
Quarterly Accounts Inquiry to Industry	21.7	22.5	23.0	20.6
Quarterly Survey of Construction	18.4	18.4	18.4	12.5
Earnings and Hours Worked in Construction	20.7	19.5	:	:
Services Producer Prices Inquiry	:	12.1	8.1	6.8
<b>Monthly Surveys</b>	<b>9.7</b>	<b>9.2</b>	<b>9.3</b>	<b>9.1</b>
Monthly Industrial Inquiry	17.0	17.2	17.7	17.7
Retail Sales Index	6.8	6.8	6.8	6.8
Index of Employment in Construction Survey	5.2	5.1	:	:
Wholesale Price Inquiry	6.0	6.0	5.6	6.4
Import Price Index	:	11.8	10.1	7.9
Monthly Services (Turnover)	:	:	6.8	6.8
<b>Surveys conducted jointly with other Government bodies</b>	<b>105.3</b>	<b>105.5</b>	<b>104.6</b>	<b>103.7</b>
Business Expenditure on Research and Development	:	15.0	:	17.6
Community Innovation Survey	:	:	23.4	:
Intrastat Imports Survey	123.0	123.0	123.0	123.0
Intrastat Exports Survey	43.0	43.0	43.0	43.0
<b>All Surveys</b>	<b>52.3</b>	<b>62.0</b>	<b>59.8</b>	<b>50.7</b>

<sup>1</sup> Expert assessment based on contacts with a small sample of respondents

: Not applicable

**Table 8 Administrative Costs, full compliance (forms issued), by survey - euro, 2005 prices**

Survey	2005	2008	2009	2010
<b>Annual Surveys</b>	<b>4,746,900</b>	<b>4,538,300</b>	<b>3,620,300</b>	<b>6,115,300</b>
Annual Services Inquiry	627,700	923,100	448,800	446,700
Census of Industrial Production (Enterprises)	452,800	608,100	586,700	642,800
Census of Industrial Production (Local Units)	46,700	43,900	37,400	40,000
Building and Construction Inquiry (formerly Census of Building & Construction)	64,600	158,100	204,700	167,100
PRODCOM Inquiry	80,000	92,100	86,700	51,600
Business Profile Inquiry	183,700	:	7,500	:
Business Register Inquiry	321,100	134,200	96,700	:
National Employment Survey	:	1,262,600	972,300	1,063,100
e-Commerce Survey	67,100	90,900	89,600	91,100
Outward Foreign Affiliates Survey	:	6,400	6,000	10,000
Business Energy Use Survey	:	:	:	129,200
Access to Finance Survey	:	:	:	26,200
Road Freight Transport Survey	367,200	419,600	438,800	570,800
June Agriculture Survey/Farm Structures Survey <sup>1</sup>	2,119,500	501,000	393,500	2,675,700
December Agriculture Survey	416,700	298,300	251,600	201,000
<b>Bi-annual Surveys</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
Pig Survey	2,100	2,100	2,100	2,100
<b>Quarterly Surveys</b>	<b>1,737,800</b>	<b>5,280,800</b>	<b>4,397,200</b>	<b>2,633,500</b>
Balance of Payments inquiries <sup>2</sup>	766,300	976,600	958,100	943,900
EHECS Survey	:	3,341,200	2,824,400	1,386,500
Quarterly Assets Inquiry (formerly Quarterly Accounts Inquiry)	708,400	691,400	358,700	109,200
Quarterly Accounts Inquiry to Industry	116,800	105,800	122,400	99,600
Quarterly Survey of Construction	118,500	118,500	126,700	88,800
Earnings and Hours Worked in Construction	27,700	35,100	:	:
Services Producer Prices Inquiry	:	12,200	6,900	5,500
<b>Monthly Surveys</b>	<b>498,300</b>	<b>528,000</b>	<b>588,400</b>	<b>553,400</b>
Monthly Industrial Inquiry	301,900	275,100	273,400	236,600
Retail Sales Index	118,000	162,700	145,800	137,000
Index of Employment in Construction Survey	49,000	46,000	:	:
Wholesale Price Inquiry	29,400	35,600	37,200	41,600
Import Price Index	:	8,600	6,700	5,100
Monthly Services (Turnover)	:	:	125,200	133,000
<b>Surveys conducted jointly with other Government bodies</b>	<b>8,352,900</b>	<b>8,602,200</b>	<b>8,465,000</b>	<b>7,999,700</b>
Business Expenditure on Research and Development	:	30,500	:	45,800
Community Innovation Survey	:	:	81,300	:
Intrastat Imports Survey	7,598,100	7,871,200	7,674,900	7,248,500
Intrastat Exports Survey	754,700	700,500	708,800	705,400
<b>All Surveys</b>	<b>15,338,000</b>	<b>18,951,500</b>	<b>17,072,900</b>	<b>17,304,000</b>

<sup>1</sup>2010 figure reflects the expansion into the decennial Census of Agriculture

<sup>2</sup>Covers the surveys BoP 10, BoP 30, BoP 40, BoP 42, BoP 43, BoP 44, BoP 45, and BoP 46, and includes forms issued annually

: Not applicable

**Table 9 Administrative Costs, actual compliance (forms returned), by survey - euro, 2005 prices**

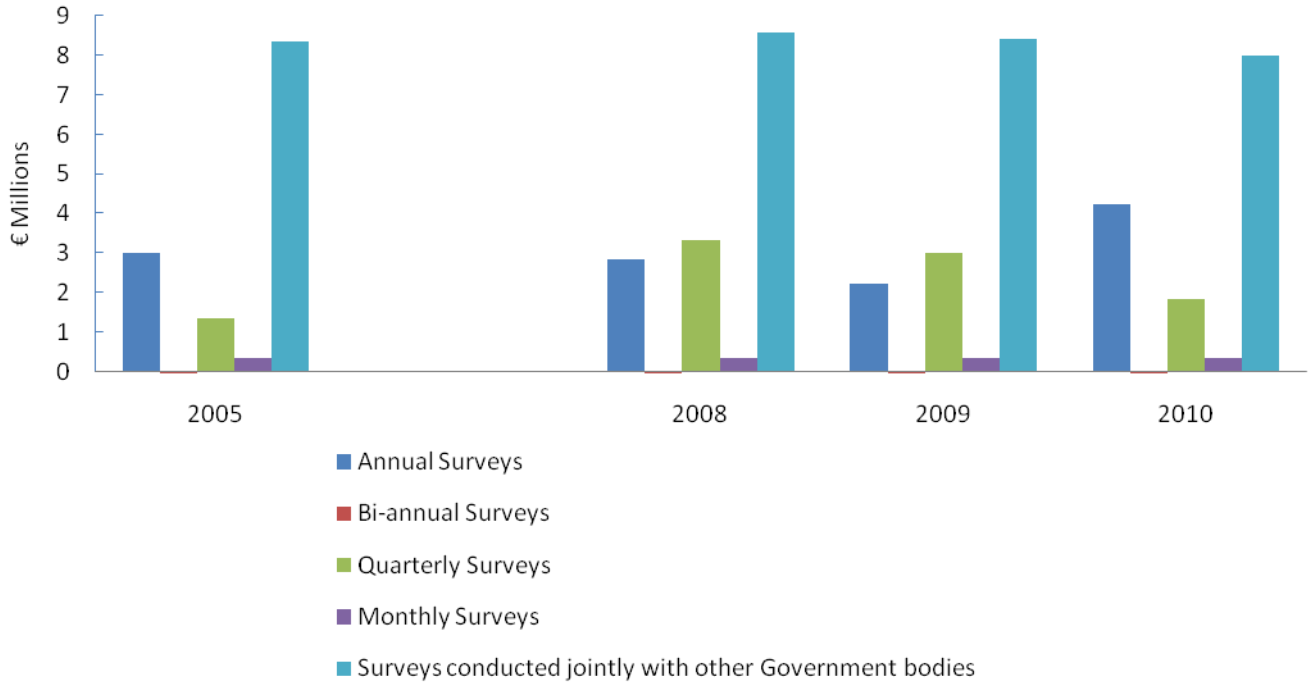
Survey	2005	2008	2009	2010
<b>Annual Surveys</b>	<b>3,022,300</b>	<b>2,835,100</b>	<b>2,228,100</b>	<b>4,237,000</b>
Annual Services Inquiry	418,700	639,200	320,300	252,300
Census of Industrial Production (Enterprises)	341,100	404,800	321,600	338,300
Census of Industrial Production (Local Units)	39,200	29,000	34,800	38,400
Building and Construction Inquiry (formerly Census of Building & Construction)	48,900	66,000	106,500	87,700
PRODCOM Inquiry	47,900	61,100	54,700	31,700
Business Profile Inquiry	98,200	:	4,800	:
Business Register Inquiry	221,500	98,100	55,400	:
National Employment Survey	:	599,200	486,200	585,400
e-Commerce Survey	34,400	43,900	47,500	40,600
Outward Foreign Affiliates Survey	:	3,500	3,500	7,300
Business Energy Use Survey	:	:	:	75,700
Access to Finance Survey	:	:	:	13,800
Road Freight Transport Survey	165,200	209,300	233,500	278,600
June Agriculture Survey/Farm Structures Survey <sup>1</sup>	1,304,700	425,300	334,600	2,374,300
December Agriculture Survey	302,400	255,600	224,700	113,100
<b>Bi-annual Surveys</b>	<b>1,900</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
Pig Survey	1,900	2,000	2,000	2,000
<b>Quarterly Surveys</b>	<b>1,359,100</b>	<b>3,344,100</b>	<b>3,009,500</b>	<b>1,838,600</b>
Balance of Payments inquiries <sup>2</sup>	693,500	877,100	884,000	831,000
EHECS Survey	:	1,915,300	1,763,700	833,100
Quarterly Assets Inquiry (formerly Quarterly Accounts Inquiry)	499,300	387,200	208,100	63,100
Quarterly Accounts Inquiry to Industry	72,600	64,000	74,700	62,100
Quarterly Survey of Construction	74,300	67,600	73,500	44,700
Earnings and Hours Worked in Construction	19,400	22,500	:	:
Services Producer Prices Inquiry	:	10,400	5,600	4,600
<b>Monthly Surveys</b>	<b>350,800</b>	<b>355,400</b>	<b>371,400</b>	<b>354,700</b>
Monthly Industrial Inquiry	196,600	173,200	167,700	149,100
Retail Sales Index	94,000	116,500	98,200	95,900
Index of Employment in Construction Survey	35,700	31,400	:	:
Wholesale Price Inquiry	24,500	29,500	23,400	24,400
Import Price Index	:	4,800	3,500	3,400
Monthly Services (Turnover)	:	:	78,500	82,000
<b>Surveys conducted jointly with other Government bodies</b>	<b>8,352,900</b>	<b>8,589,000</b>	<b>8,421,800</b>	<b>7,982,500</b>
Business Expenditure on Research and Development	:	17,300	:	28,700
Community Innovation Survey	:	:	38,100	:
Intrastat Imports Survey	7,598,100	7,871,200	7,674,900	7,248,500
Intrastat Exports Survey	754,700	700,500	708,800	705,400
<b>All Surveys</b>	<b>13,087,000</b>	<b>15,125,500</b>	<b>14,032,700</b>	<b>14,414,800</b>

<sup>1</sup>2010 figure reflects the expansion into the decennial Census of Agriculture

<sup>2</sup>Covers the surveys BoP 10, BoP 30, BoP 40, BoP 42, BoP 43, BoP 44, BoP 45, and BoP 46, and includes forms issued annually

: Not applicable

Figure 2 Administrative Costs by survey type, actual compliance - 2005 prices



## Background Notes

### Minimising survey response burden

Notwithstanding the ever-growing international demand for statistics (from organisations such as the European Commission, the European Central Bank, the United Nations, the Organisation for Economic Co-operation and Development, etc.), minimising the administrative burden placed on CSO business respondents is, and has been for many years, a corporate priority of the CSO. (See the CSO's *Statement of Strategy 2008-2010*<sup>1</sup>) The CSO has taken, and continues to take, a number of actions towards this end. Amongst these actions are:-

- Increased use of administrative data (especially from the Revenue Commissioners), reducing the need to collect information from enterprises;
- Reduction of sample sizes where possible;
- Reduction of the level of detail collected on questionnaires across a number of surveys;
- Introduction of short annual forms for small enterprises, with the more detailed forms being sent to the larger enterprises only;
- Re-design of questionnaires to align as far as possible with Profit & Loss and Balance Sheet accounts entries;
- Working with software companies to incorporate functionality into payroll software programs which automatically extracts and completes almost all of the requirements of the Earnings, Hours and Employment Costs Survey and a large portion of the requirements of the National Employment Survey.

In the case of Ireland it should be noted that most, but not all, government statistical inquiries are conducted by the CSO, and that all CSO surveys are driven by EU legislation with limited scope for national interpretation during implementation. The above actions have been possible within the strictures of the governing EU legislation.

### Measurement methodology

The information in this report is presented on an annualised basis. Thus the figures presented for a quarterly survey, for example, represent the sum of four (quarterly) survey instances in the relevant year.

Details of the number of survey forms issued and the number of survey forms returned (partially or wholly completed) were obtained from each business survey section within the CSO.

#### *Completion time*

With the exception of the Balance of Payments surveys and Intrastat, the average time taken to complete a single survey form was derived from responses to the question "How long did it take you to complete this form?" included on the survey forms.

For the Balance of Payments surveys, estimates of the average time taken were made by survey experts based on contacts with a small sample of respondents.

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<sup>1</sup> <http://www.cso.ie/aboutus/documents/statementofstrategy2008-2010.pdf>

For each survey, the burden on Irish business, in terms of hours, was calculated as the product of the total number of survey forms issued (full compliance basis) or returned (actual compliance basis) by the average time taken to complete a single form.

### *Intrastat*

Intrastat was included in a Standard Cost Model (SCM) measurement conducted on behalf of Forfás and detailed in the report *Assessment of The Costs Of Trade-Related Regulatory Requirements in Ireland*<sup>1</sup>. This measurement, based on interviews with 24 business enterprises, found that reporting Intrastat arrivals (or “imports”) for businesses with less than fifty commodity codes took an average of 2 hours per form, while reporting Intrastat arrivals for businesses with fifty or more commodity codes took an average of 15 hours per form. Regarding Intrastat dispatches (or “exports”), the Forfás study found that reporting Intrastat dispatches for businesses with less than fifty commodity codes took an average of 45 minutes per form, while reporting Intrastat dispatches for businesses with fifty or more commodity codes took an average of 2 hours per form.

The Intrastat survey is conducted jointly between the CSO and the VIMA Branch of the Office of the Revenue Commissioners. From this survey, detailed information on the number of Intrastat returns and on the number of commodity codes reported in each return is available for analysis by the CSO.

Weighting the two Forfás time figures for Intrastat arrivals above by the CSO data on the number of enterprises having arrivals of less than fifty commodity codes/arrivals of fifty or more commodity codes leads to a figure for average time taken to complete an Intrastat arrivals form of approximately 123 minutes (2.05 hours). Similarly, weighting the two Forfás Intrastat dispatches time figures by the CSO data on the number of enterprises having dispatches of less than fifty commodity codes/dispatches of fifty or more commodity codes leads to a figure for average time taken to complete an Intrastat dispatches form of approximately 43 minutes (0.72 hours). Note that these timings are subject to change, as it is intended that a separate burden measurement exercise for Intrastat will be conducted in 2012.

### *Administrative Costs*

The hourly administrative cost was based on the National Employment Survey (NES) 2005 “Managers and administrators” average hourly earnings, €31.18. Figures from the Earnings, Hours and Employment Costs survey suggest that total labour costs are approximately 15% greater than earnings. Accordingly, the NES earnings figure was increased by 15%. An additional 25% was added to represent the cost of overheads, this percentage being suggested in the *International Standard Cost Model Manual*<sup>2</sup>. Thus, the hourly administrative cost figure used in the calculations was €44.83. This figure was multiplied by the total number of hours taken, on both a full and actual compliance basis, to arrive at the total administrative costs (full and actual compliance) of CSO surveys to Irish business.

### *Derivation of Administrative Burden*

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<sup>1</sup> <http://www.forfas.ie/media/100329forfas-single-window-report.pdf>

<sup>2</sup> [http://www.administrative-burdens.com/filesystem/2005/11/international\\_scm\\_manual\\_final\\_178.doc](http://www.administrative-burdens.com/filesystem/2005/11/international_scm_manual_final_178.doc)

Business-as-usual costs are those administrative costs which the business would incur even if there were no regulation (survey) in place. Administrative burden is defined as administrative costs less business-as-usual costs. Note that administrative burden can not be determined at individual survey level without resort to interviews with respondents on business-as-usual costs for each survey. However, the *Standard Cost Model Report*<sup>1</sup> found, based on a measurement conducted for reference year 2007, that the administrative burden of CSO surveys was 60.32% of the administrative costs figure. This proportion was applied for all years in the present report to derive administrative burden from administrative costs at the all-surveys level.

### **Deviations from the Standard Cost Model methodology**

The SCM methodology, as laid out in the *International Standard Cost Model Manual*, recommends that the time expended by business in complying with regulation be obtained by means of interviews with a small sample of enterprises. In this report, the time expended in partially or wholly completing a survey form is calculated (with two exceptions) by averaging the responses to the question “How long did it take you to complete this form?” included on the survey form. This statistically-rigorous approach is advocated in the European Statistical System (ESS) for measurement of burden due to statistical surveys.

The SCM methodology specifies measurement on a full-compliance basis. In the case of a statistical survey, full compliance would mean that every survey form, once issued, is subsequently completed (partially or wholly) and returned. The ESS, recognising that statistical surveys are different from general government regulation, recommends that burden due to statistical surveys be calculated on an actual compliance basis.

This report presents results on the basis of full compliance and also on the basis of actual compliance. The full compliance figures, notwithstanding the qualifications above, may be deemed to be an approximation of figures which would be obtained with a strict adherence to the SCM methodology. The actual compliance figures are the basis on which the CSO provides annual administrative burden estimates to Eurostat, the Directorate-General of the European Commission with responsibility for official EU statistics.

### **Active business enterprises**

The figures shown for number of active business enterprises in Table 2 are based on the CSO’s Central Business Register (for non-farming enterprises) and the results of the Farm Structures Surveys of 2005 and 2007. Businesses are known to be active or otherwise from administrative records provided to the CSO by the Office of the Revenue Commissioners and by the Department of Agriculture, Fisheries and Food. The figures cover sections A through S of the NACE Rev. 2 activity classification. (See table below.)

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<sup>1</sup> [http://www.cso.ie/releasespublications/documents/other\\_releases/stdcostmodrep.pdf](http://www.cso.ie/releasespublications/documents/other_releases/stdcostmodrep.pdf)

**NACE Rev. 2 classification, section level**

<b>Section</b>	<b>Description</b>
A	Agriculture, Forestry and Fishing
B	Mining and Quarrying
C	Manufacturing
D	Electricity, Gas and Water Supply
E	Water Supply; Sewerage, Waste Management and Remediation Activities
F	Construction
G	Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles
H	Transport and Storage
I	Accommodation and Food Service Activities
J	Information and Communication
K	Financial and Insurance Activities
L	Real Estate Activities
M	Professional, Scientific and Technical Activities
N	Administrative and Support Service Activities
O	Public Administration and Defence; Compulsory Social Security
P	Education
Q	Human Health and Social Work Activities
R	Arts, Entertainment and Recreation
S	Other Service Activities
T	Activities of Households as Employers; Undifferentiated Goods- and Services-producing Activities of Households for Own Use
U	Activities of Extraterritorial Organisations and Bodies