

AVERAGE MONTHLY EARNINGS OF EMPLOYEES BY QUARTER

METHODOLOGY

For any question on data and metadata, please contact: ENQUIRIES –
(http://www.cystat.gov.cy/mof/cystat/statistics.nsf/contact_gr?OpenForm)

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2. Metadata update	
2.1 Metadata last update	02/12/2016

3. Statistical presentation

3.1 Data description

The index of Average Monthly Earnings of Employees is disseminated on a quarterly basis. The data are expressed as absolute figures (average earnings).

The data relate to the gross earnings of employees (including bonuses, overtime pay, holiday pay and pay arrears) and they are seasonally adjusted.

3.2 Classification system

Statistical Classification of Economic Activities, NACE Rev.2, of the European Union.

3.3 Sector coverage

The index covers all sectors of the economy excluding private households and extraterritorial organisations.

3.4 Statistical concepts and definitions

The Average Monthly Earnings of Employees (quarterly) index relates to the gross earnings of employees. This includes the basic salaries of employees, overtime earnings, bonuses and back payments in arrears. The index is expressed in the form of absolute figures (total earnings). Currently the index covers all the economic activities except the activities of private households and extra-territorial organisations.

The figures are derived from the Social Insurance Services' Records and refer to employees only.

3.5 Statistical unit

Employees.

3.6 Statistical population

All employees. (All employees in the Register excluding those who report a gross salary that is less than 50% of the minimum salary as determined in the decree issued by the Ministry of Labour and Social Insurance.)

3.7 Reference area

Government controlled area of the Republic of Cyprus.

3.8 Time coverage

Data are available since the first quarter of 2003.

3.9 Base period

Not applicable.

4. Unit of measure

The index of Average Monthly Earnings of Employees by quarter, are expressed as absolute figures, in euros.

5. Reference period

Data refer to the quarter.

6. Institutional mandate

6.1 Legal acts and other agreements

The Cyprus Statistics Law No15 (I) 2000 for the conduct of surveys and the production and dissemination of statistical data. In accordance with article 10 of the Statistical Law, the Statistical Service has the right of free access to administrative records of ministries and departments of the Republic and public entities, to the extent that the data collected are necessary for the production of statistics.

6.2 Data sharing

Not applicable.

7. Confidentiality

7.1 Confidentiality - policy

According to article 12 of the Statistics Law, in order to ensure the best possible quality of statistics, the organization and implementation of the programmes of statistical activities of CYSTAT are governed by the principles of suitability, impartiality, reliability, transparency and statistical confidentiality.

The data collected for the production of statistics is used by CYSTAT only for statistical purposes, unless the persons who have given this data have given their consent so that it may be used for other purposes as well. The data collected and processed by

CYSTAT for the production of statistics is considered as confidential as long as it allows the direct or indirect identification of statistical units and discloses personal data (it is provided however that data which has been gathered from sources which are accessible to the public are not considered as confidential).

7.2 Confidentiality - data treatment

Instructions and guidelines for protecting confidentiality do exist and they are also made known to the public (http://www.cystat.gov.cy/mof/cystat/statistics.nsf/legislation_en/legislation_en?OpenDocument?OpenDocument). There is also in place a Confidentiality Committee responsible for dealing with any request for confidential data (special form completed).

8. Release policy

8.1 Release calendar

News releases on CYSTAT's website 90 calendar days after the reference quarter.

8.2 Release calendar access

An annual release calendar is available on CYSTAT's website (http://www.cystat.gov.cy/mof/cystat/statistics.nsf/releasecalendar_en/releasecalendar_en?OpenDocument).

8.3 User access

Data are disseminated on CYSTAT's website free of charge.

9. Frequency of dissemination

Quarterly.

10. Dissemination format

10.1 News release

News releases on CYSTAT's website.

10.2 Publications

None.

10.3 On-line database

No on-line database.

10.4 Micro-data access
None.
10.5 Other
Data are available on CYSTAT's website in Microsoft Excel files under the statistical theme Labour, Labour Cost and Earnings, under the tab "Key figures".

11. Accessibility of documentation
11.1 Documentation on methodology
Documentation on methodology is available in the relevant CYSTAT's press release.
11.2 Quality documentation
Quality report in ESMS form is found on CYSTAT's website under the statistical theme Labour, Labour Cost and Earnings, under the tab methodology.

12. Quality management
12.1 Quality assurance
The commitment of the Statistical Service to quality is reflected in its mission statement which emphasizes the dimensions of quality: «Mission of CYSTAT is the regular, timely and valid statistical information».
12.2 Quality assessment
Monitoring processes for quality dimensions (e.g. timeliness evaluations) are in place. Periodic reviews to identify measures that maintain and satisfy further the quality requirements are undertaken.

13. Relevance
13.1 User needs
The main users are the IMF and mass media.
13.2 User satisfaction
According to article 5 of the Statistics Law, a Statistical Council is established, consisting of a President and ten other members, representing the Ministry of Finance, the Planning Bureau, the Ministry of Labour and Social Insurance, the Ministry of Agriculture,

Natural Resources and Environment, the Statistical Service of Cyprus (CYSTAT), the Central Bank, the employers' associations, the trade union associations and the University of Cyprus. At the level of the Statistical Council, the representatives of the participating organizations express their requirements in their capacity as users and these needs constitute an element which is continuously considered in formulating statistical work programmes.

At the level of general public, user satisfaction surveys are conducted annually and their results are studied to make sure that current and emerging data requirements are met.

13.3 Completeness

Not applicable.

14. Accuracy and reliability

14.1 Overall accuracy

Not applicable.

14.2 Sampling error

Not applicable.

14.3 Non-sampling error

Not applicable.

15. Timeliness and punctuality

15.1 Timeliness

The data is released 90 calendar days after the end of the reference period.

15.2 Punctuality

No deviation has ever been observed according to the release calendar.

16. Comparability

16.1 Comparability - geographical

Not applicable.

16.2 Comparability - over time

The Social Insurance Services' Records are the main source for the compilation of the Index of Average Monthly Earnings of Employees by quarter and have provided the data on gross earnings from the commencement of the series.

17. Coherence

17.1 Coherence - cross domain

Not applicable.

17.2 Coherence - internal

Not applicable.

18. Cost and burden

There is no direct burden on respondents since an administrative source is used.

19. Data revision

19.1 Data revision - policy

At first release, the data are provisional. The data become final as soon as all data used in the compilation become definite. Final data for a given year are received from the Social Insurance Services. Thus, the data released will be provisional until the receipt of the final data.

Data may be revised when new information is available for the quarter and when the data is finalised. Any errors are duly corrected.

19.2 Data revision - practice

Final data for a given year are received from the Social Insurance Services' Records nine months after the end of the year. Thus, the data released are provisional until the receipt of the final data, i.e. with the publication of the data referring to the second quarter of the following year.

20. Statistical processing
20.1 Source data
Earnings data are obtained from the Social Insurance Services' Records on a monthly basis and the index is compiled on a quarterly basis. The earnings of all employees in the Social Insurance Services' Records (both full-time and part-time) are used in the compilation of the index.
20.2 Frequency of data collection
The data are received on a monthly basis.
20.3 Data collection
Not applicable.
20.4 Data validation
The series derived are checked for consistency.
20.5 Data compilation
Various software packages are used in data compilation. Microsoft Access and Microsoft Word are used for data analysis, IBM SPSS is used for regression analysis and JDemetra+ for projections and seasonal adjustment.
20.6 Adjustment
Not applicable.