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| Appendix to the order dated August 4, 2021No. 12Approved by the order of the Chairman of the Committee on Statistics of the Ministry of National Economy of the Republic of Kazakhstandated December 2, 2016 No. 295 |
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Methodology for maintaining and updating

Agricultural Statistical Register

**Chapter 1. General Provisions**

1. The methodology for maintaining and updating the Agricultural Statistical Register (hereinafter - the Methodology) refers to a statistical methodology formed in accordance with international standards and approved in accordance with subparagraph 5) of Article 12 and paragraphs 2 and 6 of Article 23 of the Law of the Republic of Kazakhstan "On State Statistics ["](http://192.168.209.107/rus/docs/Z100000257_#z171) , as well as subparagraph 4 ) of paragraph 17 of the Regulations on the Agency for Strategic Planning and Reforms of the Republic of Kazakhstan, approved by Decree of the President of the Republic of Kazakhstan dated October 5, 2020 No. 427.
2. The purpose of this Methodology is to ensure the maintenance and timely updating of the Information System " Agricultural statistical register ”(hereinafter - ASR ), the formation and use of lists of surveyed units from the ASR when conducting nationwide statistical observations of agricultural producers.
3. This Methodology is applied by the department of the authorized body in the field of state statistics and its territorial divisions in the collection, processing of primary statistical data, administrative data and agricultural census data.
4. This Methodology covers the description of the structure and content of the ASR, as well as a description of the main processes for maintaining it and updating the registration information of accounting units, updating unit attributes, and producing catalogs.

5. This Methodology uses concepts in the meanings defined in the Law, as well as the following definitions:

1. agricultural enterprise- a legal entity or its structural subdivision engaged in the production, storage and processing of agricultural products, the provision of services in the field of agriculture;
2. statistical unit - an abstract unit created on the basis of a legal unit for use for statistical purposes;
3. the statistical unit "enterprise" is the smallest combination of legal units operating in one or more places on a commercial or non-commercial basis;
4. structural unit - a part of a legal entity or an individual entrepreneur or a peasant or farm enterprise that is not registered with the justice and tax authorities and is of interest to statistics, land, sown areas, livestock of farm animals;
5. the main activity is the type of activity, the added value of which exceeds the added value of any other type of activity carried out by the enterprise;
6. secondary activity is a type of activity other than the main one, which is carried out for the purpose of producing products for third parties;
7. electronic housekeeping accounting software (hereinafter - SW EHKA) - application software that allows the akim of a settlement, village, rural district to enter, correct and store housekeeping accounting data, as well as generate aggregated data based on the entered information.

##### Chapter 2. General information about ASR

6. The ASR contains an organized and systematized list of subjects such as:

* 1. agricultural enterprises ;
	2. subjects of individual entrepreneurship, including peasant or farm enterprises engaged in the production, storage and processing of agricultural products, the provision of services in the field of agriculture (hereinafter - subjects of individual entrepreneurship);
	3. households;
	4. horticultural and dacha cooperatives engaged in the production of agricultural products.

7. On the basis of ASR, the following is carried out:

1. preparation and implementation of nationwide statistical surveys on agricultural producers, calculation of needs in forms, sample design, determination of the general population, coordination to avoid double-counting of data, evaluation of survey results, load accounting, optimization of the selection scheme for the survey;
2. demographic analysis of the population of units, which includes information on the creation and liquidation (deregistration) of agricultural enterprises and individual entrepreneurship entities and available indicators characterizing short-term fluctuations in the agricultural sector;
3. collection of administrative data from administrative sources, which is the basis for national statistical observations, as well as for the formation of statistical indicators in agriculture;
4. dissemination of data, which allows the formation of a large number of indicators characterizing the state and dynamics of development of subjects, producers of agricultural products;
5. formation of a large number of individual requests.

**Paragraph 1. Organization of conducting ASR**

8. In the territorial subdivisions of statistics, ASR is maintained by the structural subdivision for maintaining statistical registers, in terms of input, control, analysis of economic indicators for crop production, animal husbandry and agricultural buildings and structures - the department of statistics of the agrarian sector.

ASR is supported by the Republican State Enterprise on the right of economic management
"Information and Computing Center of the Bureau of National Statistics of the Agency for Strategic Planning and Reforms of the Republic of Kazakhstan" (hereinafter - RSA ICC).

9. Specialists of territorial subdivisions of statistics carry out:

1. collection of data for updating the ASR (slices from SW EHKA, aggregated data of urban households from administrative sources on the number of farm animals, buildings and structures, crop areas, agricultural land, as well as aggregated data on horticultural dacha associations (cooperatives));
2. twice a year updating ASR on the basis of economic accounting;
3. monitoring of data obtained on the basis of economic accounting;
4. updating the ASR based on other available sources,statistical forms completed by respondents, information from administrative sources, agricultural census data andstatements of respondents on changes in economic indicators.

10. The responsible structural unit for ensuring the quality of maintaining ASR is the structural unit for maintaining statistical registers of the department of the authorized body, which:

1. monitors the conduct of ASR;
2. organizes interaction with administrative sources and integration of administrative data into ASR;
3. updates the ASR at the republican level;
4. forms a general population for the formation of a sample design based on selective statistical observations;
5. generates applications tasks to improve, refine the ASR for RSA ICC;
6. generates monthly cuts;
7. generates catalogs for surveys.

11. Scheme of work on maintaining ASR, performed at the central and regional levels, is given in Appendix 1 to this Methodology.

**Paragraph 2. ASR accounting units**

12. ASR contains administrative (registration and classification information) and economic (data on crop production, animal husbandry, agricultural buildings and structures, agricultural machinery) information on agricultural enterprises, individual entrepreneurs, households and aggregated data on horticultural dacha cooperatives (agricultural land), located in rural areas, producing agricultural products in the Republic of Kazakhstan.

13. The ASR contains administrative and economic information on households, self-employed persons and aggregated data on horticultural dacha cooperatives (agricultural land) located in urban areas, when relevant data are available from administrative sources, current statistics and agricultural censuses.

14. For statistical purposes, the ASR uses the statistical units "enterprise", "local unit" and "household".

The statistical units "enterprise" and "local unit" are formed in the Statistical Business Register (hereinafter - SBR) on the basis of legal units for agricultural enterprises and self-employed entities. Statistical unit "local unit" - corresponds to an enterprise or part of an enterprise (workshop, factory, store, office, mine) located outside the location of the enterprise.

15. The statistical unit "household" is created in the ASR information system based on the address registration code
(hereinafter - ARC) for statistical purposes.

The statistical code of the statistical unit "household" is a unique combination of 17 characters, generated automatically for each household and consists of two parts:

1) the first part - consists of 1 letter "D";

2) the second part - consists of 16 ARC digits.

The statistical unit “household” is created once and exists for the lifetime of the household. When the head of household changes, the statistical code of the statistical unit “household” does not change, but the date of the change in the head of household is fixed and stored.

**Paragraph 3. Content and structure of the ASR**

16. The ASR consists of four blocks that contain information on types of accounting units or producers of agricultural products:

1. agricultural enterprises;
2. subjects of individual entrepreneurship;
3. households;
4. horticultural and dacha cooperatives.

17. The structure of each block is divided into the following three sections:

1. administrative (identification code, name of the enterprise, individual entrepreneur, horticultural and dacha cooperative, last name, first name, patronymic (if any) of the head of the household, address);
2. classification (codes of statistical classifications);
3. economic (indicators characterizing the fixed assets of accounting units - the availability of land, acreage, livestock by type, agricultural machinery, buildings and structures for storing agricultural products and keeping livestock).

18. The administrative and classification attributes of the ASR are non-editable and correspond to the attributes contained in the SBR.

19. Classification section includes codes:

CATO - Classifier of administrative-territorial objects;

GCTEA - General Classifier of types of economic activity;

COFM - Classifier of organizational and legal forms of management;

DCE - Dimension classifier of legal entities, branches and representative offices, as well as individual entrepreneurship entities by the number of employees;

From FTP - Classifier of forms and types of property;

SCD - Situation Code Directory;

CSE - Classifier sectors economy ;

DTLSU - Directory of types of legal and statistical units.

20. Economic indicators in ASR correspond to the codes of the following Directory:

DPAFF - Directory of products (services) of agriculture, forestry and fisheries;

DLPA – Directory of livestock products not included in the Directory of products (services) of agriculture, forestry and fisheries ;

DSI - Directory of statistical indicators;

DPG - Directory of product groupings;

DMF - Directory of main funds.

21. Monthly slices are generated to generate ASR-based output. The monthly slice includes a truncated copy of the ASR database, with a certain number of classification attributes and economic indicators by legal units, as of the end of the reporting month (used to generate summary tables based on the ASR), which is formed on the last calendar day of the reporting month.

**Chapter 3** **Updating the ASR data**

22. The ASR is updated based on the following sources:

1) administrative data;

2) official statistical information;

3) agricultural census;

4) based on other statistical registers (SBR, Statistical Housing Register, Statistical Population Register).

**Paragraph 1. Updating ASR data based on**

**formation of current statistical data**

23. Updating data in the ASR includes making changes and additions to the list of accounting units, their classification and economic attributes.

24. On the basis of SBR, the following types of updating of accounting units are performed automatically:

1. newly created agricultural enterprises, subjects of individual entrepreneurship are brought in;
2. changes are made to the change of location (changes in the CATO code);
3. changes are made according to classification information: according to the situational code, according to the dimension of the enterprise, according to the headcount;
4. agricultural enterprises, individual entrepreneurship entities that have changed their main (or secondary) type of activity to the production of agricultural products are added;
5. agricultural enterprises, individual entrepreneurship entities that have changed their main (or secondary) type of activity to another type are excluded;
6. liquidated agricultural enterprises, subjects of individual entrepreneurship in automatic mode, settlements in which there are no households are excluded;
7. cases of amalgamation of agricultural enterprises, individual entrepreneurship entities, their division into several small peasant or farm enterprises (hereinafter - PFE) or merging into one larger PFE, or into a partnership, or re-registration of a production cooperative into several partnerships.

25. The current updating of economic indicators for livestock and poultry is carried out as follows:

1. on agricultural enterprises, individual entrepreneurs, annually, no later than April 5, at the republican level by importing information by programmatic method from the repository of primary statistical data (hereinafter - RPSD) on animal husbandry to the ASR;
2. for individual entrepreneurs and households in rural areas - twice a year, no later than the 10th day following the reporting period, from the data of economic accounting;
3. for agricultural enterprises, individual entrepreneurs, as well as for households in urban areas - daily according to the information system of the Identification of farm animals (hereinafter - FAI) (cattle, sheep, goats, horses, camels, pigs).

26. The current updating of economic indicators for sown areas in the context of agricultural crops is carried out annually as follows:

for agricultural enterprises - by obtaining information from the RPSD at the republican level no later than June 15;

for individual entrepreneurs and households in rural areas - from the data of economic accounting, no later than the 10th day following the reporting period;

for individual entrepreneurs and households in urban areas - according to administrative sources, no later than the 10th day following the reporting period.

27. Current updating of economic indicators by types of land is carried out as follows:

for agricultural enterprises - quarterly, no later than the 5th day following the reporting period, for the total area of agricultural land based on information from administrative sources, at the republican level;

for individual entrepreneurs, as well as for households in rural areas - annually, no later than the 10th day following the reporting period, for all types of land based on household accounting data;

for individual entrepreneurs, as well as for households in urban areas - annually, no later than the 10th day following the reporting period, by the area of agricultural land (including arable land, perennial plantations, fallow land, pastures, hayfields) based on information from administrative sources ;

for horticultural and dacha cooperatives - annually, no later than the 10th day following the reporting period, for the total area of agricultural land based on information from administrative sources.

28. Updating information on the presence of agricultural buildings and structures for agricultural enterprises is carried out by obtaining information from the RPSD at the republican level, no later than May 31.

Updating information on the availability of agricultural buildings for storing agricultural products and keeping livestock, greenhouses for growing flowers and vegetables for individual entrepreneurs and households is carried out once a year based on household accounting data.

Updating of information on the availability of agricultural machinery and equipment for processing agricultural products is carried out on the basis of data from administrative sources.

29. When updating data in ASR, the source of updating the indicator (attribute) and the date of data correction are entered automatically. The scheme of work on updating the ASR in the Integrated Information System
"e-Statistics " by subjects is given in Appendix 2 to this Methodology.

**Paragraph 2. Updating ASR data based on data**

**agricultural census**

30. Based on the agricultural census data, the data in the ASR is updated automatically.

31. Updating for all objects of the agricultural census (agricultural enterprises, individual entrepreneurs, households, horticultural and dacha cooperatives) is carried out using business identification numbers and individual identification numbers.

32. On the basis of the agricultural census, the relevant economic indicators for the entities contained in the ASR are updated.

Appendix 1

to the Methodology for maintaining and updating

Agricultural Statistical Register

Scheme of work on maintaining ASR, performed at the central and regional levels

Akimats\*

source Regional and district level Republican level

information Territorial subdivisions Office of the authorized body, RSA ICC

(specialists R(G)US\*\*, RSA ICC)

Semi-annual frequency

1. analysis of register data;

2. requests for clarification of register data;

3. making adjustments to clarify data based on requests from the department of the authorized body;

4. formation of codes on economic indicators:

by livestock (for half a year);

according to crop production data (for the year);

5. preparation of output tables for publication;

6. publication of data on the presence of agricultural formations;

7. slice formation.

Daily ASR update

registration and classification information of subjects

Monthly:

1. formation of summary tables by the number of subjects;

2. transfer of codes to interested sectoral departments.

Semi-annual frequency

1. receiving and importing data from SW EHKA submitted by akims of settlements, villages, rural districts;

2. identification of problematic records that do not allow importing SW EHKA data into ASR;

3. data import from SW EHKA to ASR;

4. verification of control reports;

5. in case of errors, repeat the actions specified in paragraphs 1, 2, 3;

6. formation of output tables, reconciliation of data with previous periods;

7. in case of errors, repeat the actions specified in paragraphs 1, 2, 3, 4, 5, 6;

8. ensuring the formation of statistical publication and dissemination of statistical information.

Monthly:

1.analysis of control reports;

2. formation of output tables.

Household record book

SW EHKA

Notebook of accounting for peasant or farm enterprises

Semi-annual frequency

1. bypass (survey) of households and peasant or farm enterprises;

2. entering data into SW EHKA;

3. data transfer from SW EHKA to territorial subdivisions;

4. analysis of problematic records that do not allow importing SW EHKA data into ASR;

5. making adjustments to entries in SW EHKA.

\* **-** akimats of settlements, villages, rural districts;

\*\* - district (city) departments of statistics.

appendix 2

to the Methodology for maintaining and updating

of Agricultural Statistical Register

Scheme of work on updating ASR

Integrated information system "e-Statistics" by subjects

Sources of updating: economic indicators

RPSD

24th (year) - number of livestock;

4th (year) - sown areas;

49th (year) - buildings and structures

SW SBR

Daily updating of subjects:

1) on newly registered, changed GCTEA, changed location (CATO code), liquidated;

2) on to classification information (situational code, payroll, enterprise dimension code)

SW ASR

Agricultural enterprises;

Individual entrepreneurs, including peasant or

farming enterprises;

Households;

Gardening dacha cooperatives

SW CLASS

Update of directories and classifications

DB AD

lands for agricultural purposes;

number of livestock;

agricultural equipment

SW EHA

1. accounting for peasant or farm enterprises:

lands and crop areas;

number of livestock and poultry;

buildings and structures.

2. household accounting:

data on household members;

living conditions;

lands and crop areas;

number of livestock and poultry;

buildings and structures

Output Information

1) quantitative data on registered and operating producers of agricultural products;

2) the general population for the formation of sample surveys;

3) annual and semi-annual summary tables of sown areas, livestock and poultry, agricultural buildings and structures, machinery

Matching results

Agency for Strategic Planning and Reforms of the Republic of Kazakhstan - Deputy Director Baglan Duysebayevna Kabulova, 08/06/2021 17:25:07, positive result of the EDS verification

Ministry of Justice of the Republic of Kazakhstan - Vice-Minister Almat Kurmangazyevich Madaliev, 10.08.2021 18:20:29, positive result of verification of EDS

Signing results

Bureau of National Statistics of the Agency for Strategic Planning and Reforms of the Republic of Kazakhstan - Head N. Aidapkelov, 11.08.2021 09:51:41, positive result of verification of EDS