

Questionnaire manual: Prices of architectural and engineering services

Questionnaire code: 14062020

Submitted in: By the 6th date after the end of the reporting month

Periodicity: Monthly

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Statistics Estonia guarantees the full protection of data submitted.

Please make sure that you enter data in the correct cell. If you enter alphabetical characters in a number field, a corresponding error message is displayed. In the case of some fields, logic (arithmetic) checks have been applied to prevent data entry mistakes. If there is a conflict in the entered data or they conflict with pre-filled data, an error message appears when the table is checked. In the case of errors, review the data carefully and make corrections.

After correcting the data, save changes and check the questionnaire again. If there are no more mistakes, confirm and submit the data by clicking "Confirm" on the last page of the questionnaire. You will be displayed a message that the data have been submitted successfully.

DATA COLLECTED WITH THE QUESTIONNAIRE

Table 1. PRICES OF ARCHITECTURAL AND ENGINEERING SERVICES

Select 3-5 services of key importance in sales

In the web form, columns 1, 2, 4 and 7 are pre-filled starting from February questionnaires. Please double check the pre-filled fields of columns (1 and 2) and correct where necessary, and fill in the price fields. If the pre-filled service is no longer provided, mark in column 3 "Remark" that provision of the service has been terminated and add a new service in empty row.

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/classification name	You need not fill in the value: period, economic activity
1 / 1	Architectural and engineering services – name of the service	PI_SP_7 1_1_1	Name – select 1-5 services of key importance in enterprise's sales which are sold during a longer period. For the services selected to represent the group of services, mark in the questionnaire the name of service (e.g. architectural, road etc. planning, expert analysis of the project, engineering service, owner supervision, project management, geodetical surveys, etc.)	Text	
1 / 2	Architectural and engineering services – description of the service	PI_SP_7 1_1_2	Description – the service should be described with such accuracy that would enable to identify it unmistakably Write the major factors that influence the price: education, length of employment, category of worker etc., e.g. designer with higher education, over 5 years of employment; project manager, consultant, technician, architect, civil engineer, etc.	Text	
1 / 3	Service – remark	PI_SP_M ARKUS_ 1_3	If the service provision has been terminated or it has lost its representability in the enterprise's turnover, it should be replaced by as similar service as possible (e.g., from the same group of services) and briefly write the cause of replacement in the remark field. If the price or description of the service differs considerably from that in the previous month, write in the remark field briefly the cause of change.	Text	
1 / 4	Architectural and engineering services – unit	PI_SP_7 1_1_4	Unit – unit of measurement of the service (e.g. contract, month, hours of work, etc.).	Text	
1 / 5	Architectural and engineering services – unit price in the reference month	PI_SP_7 1_1_5	Unit price in the reference month, excluding VAT and separately indicated costs (e.g. transport cost etc.) In euros rounded to full sents. If the service was not temporarily provided in the reference period, write zero in the price field. If the price or description of the service differs considerably from that in the previous month, write in the remark field briefly the cause of change.	Positive real number (0,2)	
1 / 6	Service – unit price in the previous month	PI_SP_H IND_EEL 1_6	Unit price of the service in the previous month In euros rounded to full sents.	Positive real number (0,2)	
1 / 7	Architectural and engineering services –	PI_SP_7 1_1_7	Estimated share of the service/occupation in sales of architectural and engineering services in the previous calendar year, is filled in once a year in the January	Positive real number (0,1)	2020-04, 2020-05, 2020-06,

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	estimated share of the service/occupation in sales of architectural and engineering services in the previous calendar year		questionnaire.		2020-07, 2020-08, 2020-09, 2020-10, 2020-11, 2020-12
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Table 2. TIME SPENT ON FILLING OUT THE QUESTIONNAIRE (only for April)

The table need not be filled in period(s) **2020-01, 2020-02, 2020-03, 2020-05, 2020-06, 2020-07, 2020-08, 2020-09, 2020-10, 2020-11, 2020-12.**

Please estimate how much time you spent on filling out the questionnaire (incl. time spent on reading the instructions, collecting and preparing data). Record the total time spent by all employees.

Row code/ column code	Name of variable * - mandatory	Code of variable	Explanation	Type of data (number of decimals) or list/ classification name	You need not fill in the value: period, economic activity
/	Number of hours spent on completing the questionnaire and collecting and preparing the necessary data	TAITMIS EAEGTU NDI	Number of hours spent by all employees on completing the questionnaire. The time spent on completing the questionnaire includes the time spent on reviewing instructions, collecting and preparing the necessary data.	Positive integer	
/	Number of minutes spent on completing the questionnaire and collecting and preparing the necessary data	TAITMIS EAEGMI NUTIT	Number of minutes spent by all employees on completing the questionnaire. The time spent on completing the questionnaire includes the time spent on reviewing instructions, collecting and preparing data. Permitted value range 0-59.	Positive integer	